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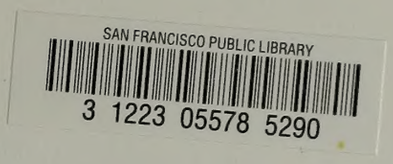

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

JANUARY 5, 1981

PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, January 8, 1981, at 10:00 a.m., at 320 Clementina Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION
WILL BE HELD ON THURSDAY, JANUARY 8, , 1981, 10:00 a.m.
AT 320 ~~Clementina~~, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Status Report on New Development Programs - Wil Ussery

    (b) Resolution - Authorizing the Execution of Amendment 48 to Annual Contributions Contract No. SF-255; Project No. CA-01-11, North Beach, PHUIP Anti-Crime Program

12. ADJOURNMENT:

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held: Thursday, January 8, 1981 — Minutes

320 Clementina Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the Clementina Development at 320 Clementina Street, San Francisco, California on Thursday, January 8, 1981, at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:10 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James Fussell, Jr., Commissioner

ABSENT: Joan Byrnes San Jule, Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Ursula Anderson, President, City Wide Council
James E. Bender
M. A. Carr
Mary Carter
John Elberling
Linda Hallen
Florence Harris
Lenney Herrmann, S.F. Department of Social Services
Thelma Kavanagh
Ralph Lane
George Lee
Mary Lou McAlister, City Wide Council, Treasurer
Geraedine Mitchell
Osborne Mitchell
Joseph Murphy
Elizabeth Oswald
Bobbi Sander, PHTA
Leah Stewart
Isabel Ugat, Senior Escort Advisory Council

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3. APPROVAL OF AGENDA:

Commissioner Westbrook moved for approval of the agenda with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved for approval of the minutes with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATION:

Mr. Williams stated that he had no communications other than those already forwarded to the Commission.

6. REPORT OF SECRETARY:

Mr. Williams stated that he had two items to report on:

1. We will be having an open house program of the Public Housing Urban Initiatives Program (PHUIP) Anti-Crime office located in the North Beach Housing Project. The open house will be on Thursday, January 15, 1981,

at 1:30 p.m. at 491 Bay Street, Apartment Number 244. He has provided the Commission with informational packets in the material with respect to that activity.

2. The Site and Design Committee will meet next Tuesday, January 13, 1981, with the Animal Welfare and Control Commission regarding the recently adopted pet policy. You will recall sometime ago, we requested that the Site and Design Committee convene a meeting with that particular Commission. Commissioner San Jule was in contact with that Commission and has made arrangements for a meeting to take place on January 13, 1981, at 4:00 p.m. at 440 Turk Street. We have sent notices to tenant organizations, both the senior and PHTA tenant organizations, notifying them of that meeting and we will report back to the Commission following that meeting.

7. COMMITTEE REPORTS:

NONE

8. REPORT OF COUNSEL:

NONE

9. TENANT REPRESENTATIVE REPORT:

Mrs. Oswald introduced Mr. Greenlee as the President of the tenant association for Clementina Towers. Mr. Greenlee has had cataract surgery and Mrs. Oswald has been asked to represent him and his comments:

"We the officers of the Clementina Towers Tenants Association wish to address the Executive Director and Commissioners about some of the problems and improvements that have been made in our building during the past year."

"It has been almost a year since we last met with Mr. Williams on February 28, 1980 concerning many of the maintenance problems in tenant's apartments, the delay of reopening the 330 Clementina social room, and tenant safety. Soon after we met, most of the maintenance problems on individual apartments were taken care of. Since that time, maintenance has improved but sometime problems still take a long time to be fixed. In the few weeks before this meeting maintenance has been very good".

"Although we had to wait a long time for the furniture to arrive, the 330 Clementina social room finally reopened. In addition though, the tenants would like the social rooms to be open on the weekends and holidays. The new drapes and furniture we received are very nice and cheerful, and the tenants are enjoying the use of the room again".

"In the past we have complained a lot about the dirty social room, halls, and outside grounds. Since the new company has been doing the building maintenance it has been kept in good shape, particularly since tenants and Senior Programs complained and the San Francisco Housing Authority arranged for an additional man on the crew".

"Like past years, we were really pleased with the activities we had in the building.. There has been good attendance in both our tenant's organization meetings and the activities we sponsor. We have had several activities where 150 to 200 people participated! Most recently, the Christmas party we had, sponsored by the employees of the American Telephone and Telegraph Company was a total success, with over 200 people eating turkey dinners and enjoying entertainment".

"We are still concerned about safety in this area and in these buildings. When we met with you last time we talked about security guards, and we still feel that permanent security guards would help the safety of this area tremendously. The San Francisco Housing Authority should put guards here if nowhere else".

Ms. Oswald then thanked the Commissioners for listening to their concerns and named the officers of the Clementina Towers Tenant Association: James Greenlee, President; Harry Yip, Vice President; George Dolgoff, Co-Treasurer; Hong Ming Chan, Co-Treasurer and George Webb, Secretary

President Cook then asked if a representative from PHTA was present to give a tenant representative report. There was no response from the audience and President Cook proceeded with the meeting.

Ursula Anderson, President of the Senior Citizens City Wide Council, stated that she would like to bring to the attention of the Commission today something that they did not know if the Commission can act on but maybe they can get somebody else to act on it. Many of the senior residents have experienced a cut in their monthly income, supplemental security income or FSSI cutback. This is a very upsetting thing for many of the seniors who have talked to her. They understand rents will be reduced but since it involves so many people they would like some information on how it will be handled. They would appreciate if someone from Resident Services and/or the Commission would attend the January 8 meeting of the Senior Citizens City Wide Council at 990 Pacific to discuss this.

Mr. Williams said that he would arrange for someone to be at that meeting.

10. UNFINISHED BUSINESS:

NONE

11. NEW BUSINESS:

STATUS REPORT ON NEW PROJECTS

Mr. Williams stated that the enclosure of the Status Report from Mr. Ussery was a continuation of the report that he started at the last meeting.

Mr. Ussery then proceeded to give his report. Mr. Chairman, Members of the Commission, Mr. Williams and the audience, at the December 11 meeting we tried to present a historic context of the new reconstruction activities of the Housing Authority which has been used in this primary program for adding new units of construction in Public Housing in San Francisco. I will not attempt to repeat that presentation but in a much briefer fashion try to summarize the basic policy of it.

In summary, the reconstruction activities of public housing arises out of a piece of legislation that was passed in 1937 and San Francisco started utilizing that legislation in 1940 in the building of the Holly Courts project. In 1950, there was State Legislation passed which required the counties interested in building public housing to get the approval of the majority of the residents in that county in order to proceed with a public housing project. That was primarily the product of many projects around the country taking on the character of including too many units in a single project and generating a large number of problems that created problems not only with residents but the community in which those projects were located. As a result of that, in California there was legislation passed which resulted in San Francisco having to pass a referenda to include public housing construction. The referenda took place in 1950. In 1950 3,000 units were approved, in 1962, 2,500 units were approved and in 1968 an additional 3,000 units of public housing were approved for construction, a total of some 8,500 units. In addition to that, the initial commitment of 3,000 units have been in fact built. Of the 1964 referenda, the number of units constructed out of that commitment is 1,344 units and out of the 1968 commitment of 3,000 units none have been built at this point.

Some of the major activities that have been going on in our projects, using the case in point the Western Addition complex, we are speaking of a project that started out with a 200 unit development which reflected the commitment of the San Francisco Redevelopment Agency and the Board of Supervisors to in fact replace the large number of low income units that were destroyed and demolished in that area as they proceeded to develop the A-2 Project. As a condition in proceeding with the A-2 Project, both the Redevelopment Agency and the City of San Francisco and the Federal Government committed to replace those units back into the stock of housing that would be built in that area. That project, since 1968, has gone from some 200 units proposed to 26 sites where the unit price on them at that time was approximately $30,000 a unit. The ones we

are now building, I believe some 39 units of housing are at a much, much higher unit cost of development. The principal problem that San Francisco has had in putting out new construction in the public housing area maybe that it is cheaper to build someplace else than in San Francisco. San Francisco has had the experience of not being under the federal regulation which puts a ceiling on how much you can pay per unit for new construction in San Francisco. The Western Addition Project is probably the most horrendous case in the country of how a large area such as San Francisco gets penalized because we happen to live in an area that costs more to build than someplace else.

Mr. Ussery gave a summary of the status of the following projects that the Authority has under development:

1. The first project is CAL 1-38 Western Addition Scattered Site; This is now a project on six (6) sites in the Western Addition with the units varying in size of the buildings from 4-6 units per building.

2. CAL 1-39 is currently in progress. 939 Eddy Street and 951 Eddy Street; for a total of 60 units.

3. CAL 1-40 (Scattered Sites throughout City, 51 units).

4. CAL 1-41 (16 & Valencia), and

5. Section 8 Moderate Rehab (68 units of Family Housing)

Mr. Ussery said that there are some policy questions that should be considered such as:

1. Should the SFHA add additional units to its current housing stock?

2. If so - what housing production options are available to the Authority for the most effective production of such new housing units and the most effective utilization of the Authority's human and non-human resources.

3. Does the San Francisco Housing Authority continue the policy of making maximum effort to acquire the maximum available funding for modernization activity, while also pursuing a similar policy for new construction activity?

4. Should the Housing Authority legally challenge the prototype cost formula HUD applies to San Francisco on the following grounds: That although San Francisco taxpayers contribute to the national pool of funds available to HUD for low income housing projects - the Federal Regulations which govern the calculations of the prototype cost discriminates against San Francisco County because its effect over they years (as demonstrated by the Western Addition Project) is to deny San Francisco County its fair share of low income housing which is typically available to a County's Public Housing Authority for purposes of building the units it is expected to build under its annual allocations that it receives from HUD.

In conclusion, Mr. Ussery showed slides of some of the senior buildings under the jurisdiction of the Housing Authority.

After the above presentation, Commissioner Westbrook asked if all the facilities were integrated. Mr. Ussery stated that he really did not have the details on that. Mr. Guest was not present to answer this question, however Mr. Williams stated that as far as he knows, all of our units do have a variety of ethnic groups.

President Cook then asked if there were any more questions regarding Mr. Ussery's report. There was no response and President Cook proceeded with the meeting.

President Cook then asked Commissioner Westbrook if she had any remarks

concerning the minutes of the last meeting? Commissioner Westbrook stated there were questions to be answered regarding certain things that were to be done in regards to the boiler situation and were to be reported back at this meeting. So if you want to wait, since the staff did not get a chance to do this on account of the holidays, and wait until another meeting to bring it up, that was fine with her.

President Cook asked Mr. Williams if he has a progress report on the boilers?

Mr. Williams stated that he was not sure what particular boiler issue this was on. There were some boilers that were out at the time of the last meeting and all of those boilers have been corrected and he is not aware of any announcements on the boilers at this time. I did not know of any particular boiler issue but there was a malfunctioning at the time of the last meeting and since then it has been corrected.

Commissioner Westbrook stated that she was not satisfied with that because she thought it needed to be more detailed. That is why she thought we should wait and get more details on it when they have more time to do it.

President Cook stated that we would discuss this at the next meeting and get a detailed report on the condition of the boilers.

President Cook then stated that the next item on the agenda is a Resolution:

(b) AUTHORIZING THE EXECUTION OF AMENDMENT 48 TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255; PROJECT NO. CA-01-11, NORTH BEACH, PHUIP ANTI-CRIME PROGRAM

RESOLUTION 2361
* * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 48 TO THE ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255

RESOLUTION NO. 2361

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 48 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255; PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT: AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

MODERNIZATION PROJECT NUMBER

CAL 1-904

FOR PROJECT NO. CAL 1-11,
NORTH BEACH

WHEREAS, the Housing Authority of the City and County of San Francisco (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted and the Chairperson or Vice Chairperson is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the San Francisco Housing Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, NT&SA, and the San Francisco Housing Authority have previously entered into a General Depositary Agreement, Form HUD-51999A dated May 29, 1969, which provides for the deposit of specified monies of"...one or more additional low rent housing projects...". The San Francisco Housing Authority hereby determines that pursuant to the terms of the Agreement the aforenamed Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government from time to time, as monies are required, requisitions together with the necessary supporting documents, requesting advances to be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government Notes hereinafter authorized and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the San Francisco Housing Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited

and disbursed only in accordance with the provisions of the Contract, as amended.

4. (A) In order to provide monies to finance the Development Cost of each project and to refund, renew, extend or substitute for any project loan notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment or for any project notes (in the Contract called "Temporary Notes") issued by the San Francisco Housing Authority in anticipation of the delivery of project loan or permanent notes, there are hereby authorized to be issued, from time to time, project loan and permanent notes of the San Francisco Housing Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other resolution authorizing the issuance of project loan or permanent notes) equal to the Maximum Development Cost (or the Actual Development Cost is such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost and (2) the principal amount of project loan, permanent, or project notes issued to finance such Development Cost and which has then been retired from funds other than the proceeds of any loan obtained by the San Francisco Housing Authority.

(B) Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the San Francisco Housing Authority by the Chairperson/Acting Chairperson; shall have the official seal of the San Francisco Housing Authority impressed thereon and attested by the Secretary/ Acting Secretary. Each project loan note shall be in substantially the form of HUD-9204 and each permanent note shall be substantially the form of Form NO. HUD-52250, made a part hereof. Project loan notes and permanent notes shall be issued to finance the Development Cost of non-permanently financed projects and permanently financed projects, respectively.

(C) Each note issued with respect to any project shall be a direct and general obligation of the San Francisco Housing Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest of such notes, and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the San Francisco Housing Authority and authorized to be pledged to such payment pursuant to the Contract and (2) by a pledge of a lien on the Residual Receipts of such project after providing for the payment of bonds issued in respect to such project.

(D) As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to such project, the San Francisco Housing Authority, to the fullest extent permitted by the laws of the state, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such project, including that certain real property relating to each such project and more particularly described in the trust instrument of any amendment thereto as executed and recorded by the San Francisco Housing Authority pursuant to the Contract:

Provided, that in respect to Permanently Financed Projects the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be forclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a court of competent jurisdiction to be valid or ineffective, it is the intention of the San Francisco Housing Authority to be fully obligated under the other provisions of this Resolution and that such judgement shall not impair or invalidate the obligation of the San Francisco Housing Authority to pay the principal of and interest of each note from other funds of the San Francisco Housing Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term "Resolution" shall mean Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All resolutions or parts of resolutions heretofore adopted by the San Francisco Housing Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract are hereby repealed: Provided, however, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to to any previous resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry, Counsel

Jan 8, 1981

Dated

Mr. Williams stated that as you know, we have submitted an application to HUD for $172,000 in Modernization Funds as part of the North Beach Anti-Crime Project. HUD has approved the application and we are now required under HUD's rules and regulations to adopt the Resolution as an amendment to our Annual Contributions Contracts so we can receive these funds.

President Cook then asked if he heard a motion on this resolution. Commissioner Westbrook moved for approval of the Resolution with a second by Commissioner Fussell. UNANIMOUSLY APPROVED.

President Cook stated that we have discussed this resolution many times in past meetings, this was just a finalization of the resolution.

President Cook then proceeded with the next item on the agenda. We will be hearing from anyone that would like to speak from the audience at this time. I would like the people that were on the cards first.

Ms. Cleo Wallace, President of PHTA, stated that at this time she did not have a written report as to the Christmas party, but they have $1,600 but they had not received a statement back from the bank. They will give the Commission a written report at the next meeting.

Mr. Ralph Lane wanted to discuss the roach poweder in the buildings. It worked where it was put but they have so many roaches here that we need to put the powder out more often, say every five (5) months. Because in his apartment where they put the powder there are no roaches, but where we did not put it there are roaches. The roaches just moved from one side of the house to the other side.

One of the tenants of Clementina Towers stated that there are a lot of wheelchairs in the area and on Clementina there is no way to get off the curb. On Galleria and Clementina, on both sides, all the cars park there and they have to go through the alley or up to Hart Street to get out.

Florence Harris stated what good help we have here. The new janitor and the other help are doing a wonderful job. Also, the office help is very good. They keep the work done here and they have a lot of work. They have about 10-12, maybe 14 buildings to do and that is a lot of work for four people. The next thing I want to do is yell about those pigeons. I live on the 13th floor and they come up and eat all of my vegetables and flowers. I like to open my door every now and then and I find them in my kitchen. I take my broom or anything I can find and kill them. I do not like pigeons anyway and I would like the pigeons to be taken out of here. Also the gardener is a wonderful guy. He does a very good job considering all the paper and stuff these printing companies leave scattered all over the place. Also the parking lot, a lot of people are parking in there who work all over town. I see them everyday. These guys are parking here and the tenants do not have a place to park. I would like something to be done about this. Either assign a place or something so we can have a place to park. Then if we find somebody in our place we can call the police, as of now we cannot.

President Cook asked if there are stickers on the cars indicating you are a resident here.

Mr. Williams stated that the lack of parking is a very common complaint. We have tried to follow-up by sending letters requesting a meeting with the various businesses in the neighborhood who park their trucks here. The San Francisco Progress is a notorious violator of our parking spaces. We have requested assistance from the Police Department to tag the cars but Ms. Harris is quite correct, it is a difficult problem even though we do provide stickers for the residents and try to make spaces available for them but this is an area of heavy industry and business activity and a number of people do park here without any due concern for the residents.

Ms. Carr stated that first of all she wanted to say we should come here more often. The place is sparkling. They have worked three days. They have really sparkled the place up. They would like to see us more often because they would have a real clean place here.

Now Ms. Carr was deeply concerned about charging tenants for maintenance services. She will be 70 years in a few months and she has lived in a lot of places in her lifetime and has never had to pay to keep up an apartment. That was the owners job and she resented like everything that the Housing Authority has started trying to charge the senior citizens for things that breakdown in their apartments. She knows that if she breaks something in anyones apartment she has to pay for it but when a pipe rots and she was told when she first came here that the pipes were not very good in the first place and in nine (9) years they will rot and then they send her a bill to pay for that. Just anything that is done in the apartment they want to charge you for it and she resents that.

Commissioner Westbrook asked Mr. Chairman, you mean to tell me they had to pay for a pipe? I do not care what it is. She did not own the pipe and I have questions on this. A person who is renting a place will have to pay for a broken pipe, something that is beyond their control? If she breaks it that is okay, but I think you should look into this Mr. Chairman.

Ms. Osborne Mitchell asked if we had a general contractor? We have 66 windows at the end of each hallway that are dirty. They have not been cleaned in five (5) years. Mr. Mitchell stated that he was not blaming anyone here. The Housing Authority claims they do not have the insurance. Maintenance says they do not have the scaffolding. If you do not want anyone to see through them put cement up so we will not expect anything but this is something that can be corrected. Mr. Mitchell said he would demonstrate at any given time how you can reach out, you don't have to reach out and touch someone, just reach out with a brush and wash those windows or with a squeegee and pull it in. See, it is no sweat. I had 25 pairs of windows I had to wash for $18.00 a week. I was the last hired and the first fired if anything went wrong. So I am not trying to scold you but those windows should be washed or they would not have put them there. So let's get together, you can reach out and touch me but please get the dirt off the windows.

Thelma Kavanagh stated that she was from 350 Ellis Street and I assure you Ms. Westbrook that we are racially integrated and we get along just fine together. We have some problems, we have an automatic gate that needs some repair. It does not work the way it should and it is kind of scary sometimes. We also have a few leaks that are not bad now but they suggest some future problems and they should be taken care of. I think the biggest problem is that some people do not have any heat. I was born and raised in Wisconsin, I don't think I have any heat and I don't really care. I don't mind but some people who sit there and are older, they suffer no doubt because it is in the low 60°. All of them are not like that, I visited one woman and her apartment was too hot. It was hot to the extent that she had her windows opened all of the time and I think that is very wasteful in these times.

Also I want to briefly tell you about our elevator. You have heard us complain about the elevator. Many people said we have to rip it out and they gave us a second hand one to start with and they gave us all kinds of sad stories. The thing is, they are not doing repairs any more they are doing maintenance. We do not have any elevator problem because they are over there every two weeks and they have cleaned it out and our elevator works and we do appreciate that. Thank you.

Ms. Elizabeth Oswald stated that she had two items that were interrelated. To begin with, as Ms. Harris said, we do have beautiful grounds. We have a lot of beautiful things here and I appreciate them. I too live very high and when I look down it looks very beautiful but the most important thing is that we have a great deal of trouble because of our lighting in our large parking lot. Mr. Thomas has put in a request for good lighting and we got it but they put it in a different location. We still have the problem of poor lighting. These cars at night are almost black in that big parking lot. I have stepped off the pavement from the Howard Street entrance through the high gardens and bushes we have and I have stepped off 175 feet to our front door here at 320. We have people that can hardly walk. They are either on two canes, one cane, wheelchairs and there are some that can walk who try to make it but when it is dark and in the winter time when it is dark around 4:30 p.m. it is very dangerous. I know one gentleman on my floor was mugged, knocked

down and dragged and had to have big stitches in his scalp.

I have actually seen this myself. Because of the screeming, I ran out on my balcony and thought maybe I could do something. I don't know what I expected to do 13 floors up but I ran out and here a fellow had grabbed a woman's purse and was running down the street and I said Oh God what can I do about it. Nothing. I can only say, help us by putting lighting in. Now they have put one big light on the front of 330 and it is a beautiful light but we need one desperately on the Howard Street side.

I have a small VW and I park in the lot. I was robbed four (4) times and I guess one time he could not get in so he decided my tire looked good enough to rip up, so he ripped up my tire. One day there was nine (9) cars robbed all in one parking lot at night. This can happen from 6:00 p.m. all the way up to 7:00 a.m. in the morning. Then one morning I went out on my balcony because of the noise and here I saw two police officers sitting on somebody and I said On My God they are so close to my car I am going downstairs to see what happened. When I got downstairs there was blood all over my car. Mr. Mitchell helped me wipe the blood off and I still have blood inside the fenders of my car where I could not get it out, even though I have washed it a lot of times. But this is because we have poor lighting. Something should be done about that because these drunks on Howard Street, they have taken away those barrels they use to have on Mission and Arrow Way. They use to sleep in these barrels which were put out by some church. It was very nice but now they are starting to come down here and sleep in our gardens. I have seen so much of this and I want more than anything for this place to be safe for the tenants. I can run but many of them cannot and I would appreciate if something, anything, is done to put even one good size light there. Our lights are beautiful but they are not of any use at all. Thank you very much for your attention.

Commissioners, Mr. Williams and the audience, I would like to speak on behalf of the South of Market Coalition. It is a neighborhood organization composed of non profit organizations all around Clementina Towers. We would like to look at Clementina Towers from a professional housing management point of view. I am the Executive Director of TODCO. My name is John Elberling. We manage Woolf House as a joint venture and the Masalan House. The population of our buildings are very much like the population of Clementina Towers and we face the same kind of problems. What I want to do is give you an idea of how we would approach managing a complex like this if it were our responsibility. I would like to take the fundamental approach. The reason I want to bring this out for you is because I think many of the problems you experience here are a result not because of what people do but because you have a structure, a management arrangement that is fundamentally bound to fail, at least in some respects, and I would like to describe to you the alternatives:

1. First of all we would never, ever have a large complex that did not have several on-site management people living in the building full time. That would mean on-site managers that would live in the building, a maintenance or a janitorial person living in the building and in a building this size you can probably justify three people living on this site.

Commissioner Fussel then asked the question, how many units do you have and how much rent do you get?

Mr. Elberling asked to please hold all questions until the end of his presentation so he would not have to break it up into pieces. Then he would answer all questions.

Commissioner Westbrook then said she had a question before he was through. If you are going to tell me what you have and what you are doing I think that is beautiful but to sit here and critize, I do not think that is necessary.

Mr. Elberling then said he was not going to respond to questions. He would like to finish his presentation and he would like to have that courtesy from this Commission since he was use to receiving it from other Commissions.

Then he continued with his presentation ... We would have on-site personnel. There is a very fundamental reason because people that have to live in the same project as the elderly have the same problems as those elderly residents. If the place is not clean, if it is not well maintained the manager and the janitor and their families have to endure the same conditions as those elderly people. Now that is a very fundamental issue because it is one thing to ask for very special accountability but when management personnel lives in the building, they have to live with whatever they create as the environment as management people and I think you will appreciate what incentive that will create for management to do well in keeping up the property.

2. In regards to the security system, you have the greatest crime of any of the projects in the area. Now there is a number of reasons for that but that is a statistical fact. Now you have one major reason for this and it is not your fault as Commissioners nor anybody's fault that the complex was fundamentally designed architecturally incorrect. A basic rule is broken with this two tower breezeway connection arrangement and separate elevator lobbies. You do not have any central location that could adequately control who comes into the complex through the doors and watch the elevator lobbies at the same time. There is no coincidence that a lot of your crime happens in the lobbies or on the outside. If you would have enclosed this area where the breezeway is and make in into one large lobby with a central desk that has unobstructed sight lines to the elevators and to all the doors, that would correct the architectural problems and that can still be done. It is a correction that can be made if you are willing to make it.

In terms of security personnel, rather than hire private security guards, our approach is to hire residents of the properties and pay them minimum wage and to have them oversee the front desk in a way with several shifts a day so there is 24 hours coverage. There are several good reasons for this and why it is a better arrangement than hiring private security guards:

a. One is that the elderly are familiar with the people in the building. They are familiar with the regular visitors. They know who belongs and they have an idea of who might not belong.

b. Private security guards may change as the contract company transfers personnel and not have continuity you have with the residents over the years. The desk clerks will get to know the various problems of the various residents so when they get an emergency call, for example, at 11:00 p.m. from the room upstairs they have a pretty good idea as to what condition that person is in. If it is a serious matter or perhaps something that does not have to be dealt with quickly. This is the kind of local expertise you get.

c. A third good reason to do it this way is because it gives the residents a chance to earn some extra money and still stay within their social security or other limits so as not to loose their benefits. Now you cannot deny that people who live here, or anywhere else could use a chance to earn some extra money and it provides better security and security guards. I think that this is a very worthwhile approach and that is why we do it. We do it for Woolf House and we do it for Masalan House. Consequently, we do not have serious crimes and we have had no crime in the buildings. We have had only one mugging outside of the building over the last few years.

3. In the Social Service System Delivery, it is very important to have on-site staff. Social Services should be done by personnel that is on-site full time. You cannot run social services well from a central office on Turk Street. That is no way to do it because the staff in the central office does not have the familiarity with the population.

They are not here enough physically because they have other assignments and other tasks to do. You have to decentralize Social Services or it just does not function.

I think to sum it all up, several members of the audience made reference to how things have cleaned up over the last two weeks and I think this is a "squeeky wheel syndrome". A project complains and somebody comes out and finally things get done that have been put off for months or even longer, that is not a sound fundamental management practice. The "squeeky wheel syndrome" is not good management. If you do not decentralize, if you keep running things out of the central office like you do, you are always going to be in that kind of circumstance. I think that it is not going to hurt you to consider decentralizing managment for this project in particular. I cannot speak as informally for the rest of your projects and I know you have good intentions on these issues so I will make no comment on that, but Clementina Towers certainly could handle decentralization if you are willing to do it. It that case, if you want to pursue it, the South of Market Coalition would be willing to work with the Housing Authority and would be willing to provide professional advisory committees, if you so desire, to assist you in setting up a different management system. Now do you have any questions?

President Cook asked the Commission if there were any questions and there was no response.

President Cook then said, just to inform the Commissioners, if any of the Commissioners would like, or the staff of the Housing Authority, we will be taking a tour of Woolf House after the meeting.

Mr. McKinley Rice then wanted to ask the Executive Director of TODCO if he was aware of the fact that a senior citizen is a retired person and when you are retired you do not care to do any work. Mr. Rice stated that he has lived here over a year and has been a security guard on the waterfront for thirteen years before retirement. He suggested that the office personnel and security have triplicate books like law enforcement for complaints. If a person has a complaint put it in writing. He suggested that we keep a copy, give one to management and one goes to the Commission and maintenance should have a copy. Now if complaints have not been fulfilled, they have it in writing. If there is a backlog of complaints and if it is essential to hire help to fulfill those complaints then it is necessary for the Commission to see if they can employ some more help. I have been trying to get heat all winter. One man showed up, went up on the roof and left for about a few hours and I have not gotten any heat since. One time when you flushed the toilet you got hot water, no cold water. It took over a month to get that fixed. If you had had something in writing you would have had proof that you had called up to take care of these things.

Also, Mr. Rice made an appeal for office personnel. Social Security office hours are from 9:30 a.m. to 3:30 p.m. Why not everybody have office hours that way if they are connected with this program. What do you think of that Mr. Williams?

Mr. Williams stated that he was not in favor of limiting our staff to working from 9:30 a.m. to 3:30 p.m. I think our services should be available during those hours when there is a need from the tenants. 9:30 a.m. to 3:30 p.m. is a lot more abbreviate work hours than I am prepared to give our staff at this time. Mr. Williams stated that he looks at it in a different perspective. I am concerned with more productivity for the hours we get in.

Linda Hallen, I am Chairman of the South of Market Coalition and I work with John. The suggestions he came up with were not meant as criticism but as a constructive effort because people of this community have all been working together and this one building is not a part of it. I am willing to tell you about my experiences with this building and you can tell me what you want to. I came here two years ago as an outreach worker with the Salvation Army Senior Citizens. The first week I was here I came over to this building and talked to Mr. Thomas. He sent me to Ms. Robinson and she sent me to Ms. Mock. We have not had anything happen within this building since I have been working here for two years, and it is because the management does not cooperate with the outside services being brought in to help. It does not have anything to do with

criticizing what is happening, it is wanting to come in here and make a better quality of life for the people in this building. This one building is the place where we have more problems than anywhere in this community. We have a coalition of agencies that include building managers of every other single senior building in this community and Mr. Thomas has not been to one meeting. He came to the Senior Center for the first time three days ago when he found out we were coming to this meeting and started talking about wanting to work with us.

Commissioner Westbrook then stated, all of the people who live in this building are grown, elderly people and if they want to be a part of your Coalition I do not think this Commission has anything to do with that at all.

Ms. Hallen stated that she was not talking about the Coalition. She was talking about the fact that people providing services in this community are interested in coming in and working in this building, getting people involved in the nutrition program which is right next door at Alexis. At Woolf House there is an activity center for seniors, there are trips, there are a whole line of services available to these people and management has not been cooperative about letting people come in and publize these services and allow people to have the information to make their own decision about what they want to do. It really makes me irate to stand here and see the attitude about what is happening.

Ms. Ursula Anderson then stated that this is not true. She is the President of the City Wide Council for the Seniors in public housing in all of the buildings and they discuss in every meeting the provisions that can be made for people. I happen to know that somebody has moved from the Salvation Army because crime was greater so they moved into public housing and we hear this over and over. I think it is not right for you to come in here and tell us who have been working with the seniors for many number of years what to do.

Ms. Hallen stated that she was not critizing what was happening in the building. I am critizing the attitude that I have gotten when I have come here with resources that I think the people might be interested in and getting people involved in things that they might want to be involved in. The fact is that for one thing, you have lot of people from this building that come over that want help with things, people who are Chinese speaking. We have a bilingual staff who do work with these people and they would be more than happy to come help tell about the programs that people have and we cannot get in the building to do any kind of organized information. We are not going to drag the people out or ask the people to do something they do not want to do. All we are saying is that there are things available and it is very, very difficult to come in here and get information to the people.

Commissioner Fussell then asked Ms. Hallen why does that upset her?

Ms. Hallen replied that it is very unfortunate because there are a lot of people that do come in that we have contact with mainly because of the language thing. A lot of people come for help with translations and these people are then made aware of the services. I have people doing outreach work in the community and we are all trying to work together. It is really unfortunate that the largest building with the greatest number of people is not more actively involved with the rest of the community.

Commissioner Westbrook then asked Ms. Robinson working with the senior citizens and from the Housing Authority, do we have a person that works on this staff that is bilingual? Ms. Robinson replied yes we do.

Mr. Williams said that it is the policy, officially or unofficially, that this Housing Authority's management does not deny services that the residents have available to them. There have been several references that the management of this Authority and the management of this building are somehow interfering with whatever services you are trying to extend to the residents of this building. I am saying to you this

is not the policy of this Authority. We work with the residents. Perhaps it is the residents that have made the decision that they do not want your services. If that is the decision the residents have made we will abide by that.

Ms. Hallen then said that they do not get the information.

Isabel Ugat stated that she really wanted to commend the Authority on our open meeting policy. This is the first meeting that she has ever been to that she has seen so much open communication. But she noticed that in telling us these were complaints, that afterwards they said I am not complaining. Now why does that attitude go on? Do you know what I mean? They were complaining. They were complaining about their parking, the spaces were gone but they said I do not want to complain. Why is that fear here?

Ms. Ursula Anderson then said she wanted to reply to that question. Isabel, there are just a lot of nice things I wanted to say about PHTA but I was told this morning not to get up and say, oh what a nice Thanksgiving dinner we had, oh what a lovely Christmas dinner we had and how well we get along together but to limit it to the real complaints. I hated to do that because I really had some lovely things to say about PHTA.

President Cook then asked Ms. Anderson who told her what to say.

Ms. Anderson then stated that she did not want to say.

President Cook then asked her if it was an employee of the Housing Authority or was it a resident?

Ms. Anderson said that she believed it was an employee of the Housing Authority who said not do not get up and give a flowery speech about all the nice things because they knew I was very happy about somethings that went on at 350 Ellis, all kinds of good things and it was an Housing Authority person who said just give complaints today.

Ms. Ugat said I think this is the wrong attitude too because praise should be given where praise is due. I have noticed when I come here to visit tenants of ours I see that the halls are shining clean and I have heard complaints about that before. I have noticed that there are a lot of changes going on here but I do not want it to stop. I want it to keep going. I want the communications to be open here. Your tenants that live here come to our place, I am not talking about this well spoken women here, I am talking about tenants that are afraid that if they complain they have nowhere to go, so they tell us things. Now we have worked in the Senior Escort Program as a special police department program, we are suppose to pass out information under the doors. We do it all over the city and we are not allowed to do it in this building. Why I do not know. So when we give them information it is never passed out.

Commissioner Westbrook asked if the Woolf House was run by the Redevelopment Agency? When it was built, when it was through being built, and when they were trying to get tenants in there, I had to work like hell to get one Black in there because Redevelopment was the one that was renting. Now you mean to tell me, I think there are about three (3) Blacks there now, that all of these people who live here want to move over there. Now you know I know better than that.

Commissioner Westbrook stated that at the Housing Authority, it has always been and I hope it will always be that tenants can come and voice their opinions. If it is not, then we do not need these Commissioners because we are here to listen to you and your complaints. Now I want to say another thing, we are not going to be able to rectify all of the problems because you cannot tell me that there is not a building in San Francisco that does not have some problems because they all have problems. Because we are the San Francisco Housing Authority we are not able to rectify every problem that somebody is going to bring in and even Woolf House has some. Wouldn't it be beautiful if every citizen of San Francisco had a nice, decent clean house? Wouldn't it be nice if some of our children who live in these houses would not tear them up and destroy them as fast as we are trying to build them? Wouldn't

it be nice if we did not have to clean the writings off the walls that our grandchildren put there? Wouldn't it be nice if when we painted and fixed the places up they would stay like that? Knowing the city of San Francisco and knowing the public housing as they are today, none of the Commissioners who are sitting up here can go through all of those houses that need to be fixed up and rehabilitated and take the boards off in two or three months it takes time. We have families with 5 or 6 children that have no place to stay and they stay in one room. You senior citizens are blessed some of you. You do have a nice little apartment by yourself or you and your wife. So we have a lot of problems that need to be worked on and I am sure we are going to work on them. I am sure that everyone is going to be helpful. We are all

going to do our best so that San Francisco will not become the crime city that it is called but it will become a city that we all used to love to live in, where we can walk down the streets and feel safe.

Mary Lou McAlister stated that she did not have much to say but she did have a complaint. She would like to request of the Maintenance Department if they would please put up a sign over their gate as you come into the parking lot of the Valencia Gardens which she lives in in the family project. Two days ago they were in the center and it took exactly 25 minutes for an ambulance to help one of their disable residents in the senior hall. All of a sudden she just blacked out. She is a diabetic and it is ridiculous that the San Francisco ambulance cannot find us way in the back. There is no sign up over the door telling people it is 1794 15th Street. There should be a sign up there, painted on both sides from 15th Street so you can see it on both sides. Also at the front of the parking lot, she thinks there should be a sign saying "Enter parking lot from 1794 " because they do have seniors that are sick. This lady is in intensive care at the La Marshall Health Hospital. If it had not been for their little social worker she would never had been able to hold her up when she fell on her at the sink. Now these diabetics, you never know when they are going to go into a coma. It is best that you call for an ambulance and then call for their doctor. And she also thinks they should have a little more consideration from the city and county because those were new drivers. They were not familiar with the neighborhood the driver had told here. She had to go to 15th and Guerrero to meet the ambulance and they called her up at the Center to tell her they could not find them. Mr. Jefferson, the manager, had called in too and they still could not find them. The poor lady, all they could do was just have her lay there until the ambulance got there. Then when she snapped out of it, they had her on a chair and her blood pressure was normal by that time but still it is very critical. She then asked Mr. Williams if it was possible to have some signs. Mr. Williams replied yes.

Also Ms. McAlister stated that another thing was that their center did not have any electricity. She blew the fuse on the 23rd. She was using an electric oven and some of their outlets were blown out and their lights in the front of the center were completely out and she thought Mr. Custus had turn them off too. She would appreciate this cooperation on getting the electricity back on and some signs up.

One gentleman stated that he was a member of the Advisory Council for over four years. He works in the garden and on the street. Many people have come to him and complained about somethings that should be brought up. There have been some complaints from a couple of people about the bushes up there on the right and on the corner of the building because there have been two people attacked by people sleeping in the bushes. About three to four years ago a lady was attacked and raped right there in those bushes. People are sleeping there and using the place for a toilet. The bushes should be trimmed down to a certain height so that people can be seen. It really has been dangerous and it still is. He thinks something should be done about that corner.

Michael S. Valerio stated that he was a reporter from the South of Market White House Conference on Aging. Several people have spoken and gave you suggestions of how you can have an effective management procedure for the Authority. Do not take it has a complaint. I would like to report to you that three months ago I held a meeting here at Clementina Towers and that is all recorded and documented. It seems like the Authority should correct some very severe problems which I have

documented. Those complaints are from your tenants. They range from eviction notices, deaths and apartments that are emptied before the family is notified. These range from security guards raping tenants, these range from lack of security on the outside.

Commissioner Westbrook then interrupted his presentation by stating you have made a serious accusation here.

Mr. Valerio stated that this is all recorded and documented.

Mr. Williams then asked, our security guards raped a tenant?

Mr. Valerio said that he had it recorded.

President Cook asked if charges were brought against the individual?

Mr. Valerio stated that he had no idea. These are things that were just brought to his attention.

President Cook asked Mr. Valerio if he had done anything to rectify the problem? Had he notified the Housing Authority or the police department? Has a citizen of San Francisco and involved with senior citizens, have you done anything about it? Have you reported the individual? It is your responsibility if you know of a crime to report it.

Commissioner Brooks also asked Mr. Valerio has he brought this to the attention of the Housing Authority Police or to the Housing Authority Director or to the Commission?

Mr. Valerio stated that he had no idea. Serious accusations were made and the outcome of it is I think that there are residents who are afraid. Over and over again it is on the tapes and they say they do not complain because the next day they receive their 30 day notices.

Mr. Williams and President Cook stated they would like to see a copy of that tape.

Mr. Williams said he would like to know the name of the tenants who made complaints and as a result of those complaints an eviction notice was given.

One tenant stated that his T.V. on the east side has never worked. He does not think it ever will work unless something is done about it. On the west side they get good reception and the one thing about it on the east side the T.V. is sat down low and on the west side they sit up high with the T.V. antenna on the roof. When you turn the T.V. on you do not get good reception.

Commissioner Westbrook said thank you very much. It is beautiful that we know about these things and we will look into it.

One tenant stated that she was 87 years of age and her work has been to help people all of her life. She was a nurse and then she became a doctor. She came here for the purpose of helping the elderly when they need help. The people that are supporting all of these things she thinks it is wonderful to give of their time. Now if she can be of any service to anybody she wished we would just let her know and there will be no charge whatsoever.

Ms. Cleo Wallace, who was the last speaker of the day, stated that what she would like to say for the records is in reference to the comments from Mr. Elberling and the other people that were speaking for the services for the senior citizens here. She stated that if her memory serves her correctly, there was a vote taken by the residents within this building, about four (4) to five (5) years ago that they did not want, at that time it was Tenants in Opposition of Redevelopment, as a group, nor any outside groups coming in providing services nor putting notices under the doors. She thinks that should come out in reference to why outsiders have not been allowed in because the tenants took the position they did not want TIDA or any other group. So she thinks that when these people come in and say that the senior citizens and the staff here are not doing their job, they ought to have their records straight in reference to what the residents feel.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting was adjourned at 12:09 p.m.

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION
WILL BE HELD ON THURSDAY, JANUARY 22, ~~1980~~, 10:00 a.m.
AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

(a) Report on Boiler Situation

11. NEW BUSINESS:

(a) Resolution - Commending Former Commissioner Cleo Wallace

(b) Resolution - Commending Former Commissioner Reverend Booker Anderson

(c) Resolution - Revising the Authority's CA-1-903 Modernization Budget

(d) Resolution - Authorizing Award of Contract at CAL 1-18(3), Hunters View, Phase II

(e) Resolution - Authorizing Award of Contract - Emergency Alarm Systems, CAL 1-39, 939 and 951 Eddy Street

(f) Resolution - Authorizing Amendment of Contract with Jeanpierre, Taylor & Company (CPA's)

12. ADJOURNMENT:

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, January 22, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, January 22, 1981, at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:06 a.m.

Roll Call found the following members to be:

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PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie M. Perry, Legal Counsel

2. VISITORS:

Rich Avanzino, SF/SPCA
Lenney Herrmann, S.F. Department of Social Services
Susan Wilson Hughes, HUD
Christine Neal, PHTA
George A. Schulz, Mission Dolores
Cleo Wallace, President, PHTA

3. APPROVAL OF AGENDA:

Commissioner San Jule moved for approval of the agenda with a second by Commissioner Fussell. UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved for approval of the minutes with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams said he had received a copy of a letter from the Assistant Secretary of HUD, Laurence Simons to Mayor Feinstein stating that the request the Authority had made for additional operating subsidies in the amount of $3.1 Million would not be forthcoming. He said he does not know whether or not this is the final appeal that we will make. The letter came in yesterday and we will be making copies for the Commissioners so that they will be apprised. Mr. Williams said he would keep the Commission abreast with respect to the budget.

6. REPORT OF SECRETARY:

Mr. Williams stated that as the Commissioners knew, a meeting was held on January 21, 1981 with the San Francisco Police Department Commission and it was a very informative meeting. I thought the Commissioners of the Housing Authority had an opportunity, I think for the first time, to express to the Police Commission their various concerns about security matters in the projects. We will be following up that meeting with some recommendations to the Police Commission and they indicated that they would like to meet with this Commission in one of our meetings. We will be following up with their staff and try to arrange such a meeting too.

7. COMMITTEE REPORTS:

SITE AND DESIGN COMMITTEE

Commissioner San Jule stated that the Site and Design Committee met on January 13 with the Animal Control and Welfare Commission as requested by the Board of Supervisors that the two (2) commissions get together regarding the pet policy in the Projects. The Animal Welfare and Control Commission is proposing a pilot program regarding the care of animals in one of our developments. The Site and Design Committee recommends that the Animal Welfare Control Committee submit to the Authority a proposed pilot program. After reviewing this program, the Site and Design Committee will review it carefully and make a recommendation back to the full Commission. She added that any pilot program suggested to us has the stipulation that there will be no additional expenses to the Housing Authority. That any expense would be raised from City money or from private places and there will be no involvement in any expense to the Housing Authority. So when we get the details of the proposal we will have some more dialogue on it and see what we can work out with the other Commission.

Commissioner Fussell stated there is a suggestion in the memo that was received that referred to the Site and Design Committee. That if the pilot project was implemented at no cost to us, and it worked in the pilot site, then it would immediately be implemented throughout the Housing Authority. I do not think that is the way we want to go. I think if it works in one place maybe we should try it in another place -- phasing.

Commissioner San Jule stated that she had another suggestion that she would like to make, that the Commission refer to the Authority in the selection of the project where this would be tried out. That we select a project where the need seems to be the greatest for this kind of program.

President Cook asked if there were any other questions regarding the report? There was no response.

Commissioner Westbrook moved to accept this report and Commissioner Fussell seconded. The report was unanimously approved.

8. REPORT OF COUNSEL:

NONE

9. TENANT REPRESENTATIVE REPORT:

Cleo Wallace stated that you have before you, all of the Commissioners, a report with our audit on the summer food program. We passed it out only to the Commissioners because it is certainly, in our opinion, a document that we would not like to have floating all over but wanted to share it with the Commissioners because we think it came out very good. We have received our last payment from the federal government in reference to the food program. If you have any questions, please feel free to ask us and we will deal with you, but right now we are satisfied.

The other thing I would like to speak on is that Friday, January 30th, we will be going on our first training session, January 30th through February 1st in Willits, California. We have invited the Commissioners and those of you who feel that you can go, some of them have already made commitments and we would like to share this with you if you care to go with us. We have invited two (2) residents from each family development. The only area that we do not have two (2) persons coming at this point is Sunnydale but for all of the family developments we have two (2) representatives. Mr. Williams will be going and we have invited other persons to participate in this training. The other part of it is that this will be an ongoing training where we will be doing this approximately every three (3) months. We would also like for you to know that we did invite the Senior Citizens Council. We met with Mrs. Robinson to make that invitation to those seniors who care to participate.

Ms. Wallace also stated they made a commitment at the last meeting to report on the Christmas parties that were given throughout the developments. The report is handwritten and Ms. Marsha Readus of PHTA will read it. Also, as you know, we have not completely replaced the equipment that was stolen when we were burglarized in September. We have met with Mr. Williams and the staff from Park and Recreation regarding security within the building.

Ms. Readus stated "We received $2,075 in donations. There were 18 parties given. PHTA bought all the gifts and wrapping paper for all of the gifts. We also bought the food which consisted of turkey, all the trimmings and soft drinks. There were Santa Clauses at those sites which requested one. All of the parties were very nice and went quite well. I would like to thank everyone who gave a donation. We would also like to thank the helpers that worked with us on the Christmas parties. It was hard work but it was a lot of fun."

MISSION DOLORES TENANT ASSOC.

Mr. George Schultz, President of the Mission Dolores Tenants Association, 1885 - 15th Street stated he had sent a letter to Commissioner Patterson with copies to the other Commissioners. He said he has not received a reply to this letter. Mr. Schultz said there is a lot of viciousness in his building and the tenants have no input in planning activities. He said he had called a meeting and no one would listen to the minutes and that the agenda had been defaced. He said many of the seniors live in fear and the officers of the tenant association do nothing to supress that fear. Mr. Schultz also stated there was insufficient parking at Mission Dolores. He said there was no parking for visitors. Commissioner Patterson suggested to Mr. Schultz that these things could be taken care of through the Citywide Council and perhaps if he would attend some of the meetings he would get a better understanding of how to take care of these matters. President Cook asked Mr. Schultz to sit down with the head of the Senior Citizens Citywide Council, Ms. Ursula Anderson, and try to work something out. Commissioner San Jule also suggested that perhaps Ms. Effie Robinson could help with this problem and that she would be willing to listen to the problems and try to solve them. She suggested to Mr. Schultz that he attend the next Site and Design Committee meeting which would probably be within the next month and that she would notify him of the date and time.

10. UNFINISHED BUSINESS:

Mr. Williams stated Mr. Chairman, at the last meeting Commissioner Westbrook requested an update and a report on the boiler situation so I would like to ask Mr. Custus to make a report at this point.

Mr. Larry Custus, Director of Maintenance, reported on the boiler situation throughout the Authority. He gave a breakdown of the number of service calls and the average cost. Although not completed, Mr. Custus stated that requsitions have been initiated to have inspection and condition reports prepared to ascertain what work is required to upgrade the boilers. He said once the boilers reach a state of reliability there will be a decrease in the number of boiler failures.

Mr. Custus said they have instituted two (2) inspection programs on the boilers. The inspection revealed that the equipment is very old and seriously abused. The majority of the equipment will have to be replaced and controls applied as to who can enter the boiler rooms and also daily inspections will have to be made. A second program has been instituted whereby 1/12th of the boilers, heating rooms and equipment will be inspected in order to keep a check on the work that is being performed. This work will take approximately one (1) year to complete. Inspections should occur on a monthly basis as the reliability of the equipment is improved.

Mr. Custus stated that the cause of some boiler breakdowns is vandalism - someone going in and removing the copper piping. He said this occurs rather frequently in the Alice Griffith and Hunters Point areas. The doors to the boiler rooms are not secure enough to limit entry to unauthorized persons.

Commissioner Westbrook stated that Mr. Custus' report was good but it was not what she requested. She said she only wanted to know how many boilers were in working condition because of the numerous complaints received. She asked what could the Commission do to correct the boiler situation. Commissioner Westbrook said she was not there to criticize but to try and do something constructive. She said if the boilers were installed when the buildings were constructed, we probably need to replace them.

Commissioner Westbrook said she is tired of hearing about people in Hunters Point and Alice Griffith taking the copper piping. She said she gets discouraged and hostile because she lives in the vicinity. People from other parts of the city come and dump on Hunters Point. Commissioner Westbrook said she has been hearing about stealing and crime in Hunters Point and Alice Griffith for the past several months and there is crime all over the city.

Commissioner Fussell asked if a boiler gets fixed today does another boiler go out tomorrow? At any given time, how many boilers do we have down? Mr. Custus said he did not know the figure but he reiterated that the boilers needed cleaning and a condition report prepared. This would give us some understanding of the problem.

Commissioner Fussell asked what could be done internally and what the cost would be? Mr. Custus stated we do not have the internal capabilities and that it would cost approximately $50,000 to have all the boilers checked.

Mr. Custus said some areas, particularly Potrero, have a high incidence of breakdowns and by compiling data on the condition of the boilers the most serious problems can be isolated and attended to on a priority basis. He said in some instances, the lack of hot water is not caused by malfunctioning of the boilers.

Mr. Bernard Deasy, Deputy Executive Director, said the Authority has contacted contractors who service boilers and they are in the process of checking the boilers throughout the projects in order to give an estimate on the cost of cleaning the boilers and preparing a condition report. He said all the developments are completed with the exception of Potrero. Once these bids are received, the funds will be allocated from HUD and the Block Grant to do the work.

President Cook asked if this is where we are getting the $50,000 estimate? Mr. Deasy stated yes.

Commissioner Fussell said once this problem is solved with the boilers, how are we going to deal with the problem of security? Mr. Deasy said he believed that funds have been budgeted to adequately secure the doors to the boiler rooms which can only then be entered by authorized personnel. Commissioner Fussell asked if this could be done prior to the reconditioning of the boilers and Mr. Deasy said this would be done simultaneously.

Commissioner Westbrook said she has worked in the Hunters Point area for over thirty (30) years and loves the area. She said because of the publicity directed towards the Hunters Point area it is assumed that the people in Hunters Point cause the problems there. Commissioner Westbrook said she and ten (10) other women canvassed the area and found out that people from outside the city come to the area and take toilets, piping, etc. from the boarded up units.

11. NEW BUSINESS:

(a) RESOLUTION - COMMENDING FORMER COMMISSIONER CLEO WALLACE

RESOLUTION 2362
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COMMENDING CLEO WALLACE
FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY
AND TO RESIDENTS OF SAN FRANCISCO PUBLIC HOUSING
* *

RESOLUTION NO. 2362
* * * * * * * * * * *

COMMENDING CLEO WALLACE
FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY
AND TO RESIDENTS OF SAN FRANCISCO PUBLIC HOUSING
* *

WHEREAS, Cleo Wallace was appointed to the San Francisco Housing Authority Commission on August 22, 1973 by Mayor Joseph Alioto; and

WHEREAS, Cleo Wallace was appointed to the Housing Authority Commission as a resident of public housing to represent the views and aspirations of residents of San Francisco public housing; and

WHEREAS, Cleo Wallace during her tenure as Commissioner from August 22, 1973 to August 22, 1979 was a tireless and conscientious advocate for improved conditions in San Francisco public housing; and

WHEREAS, Cleo Wallace in her present capacity as President of San Francisco Public Housing Tenants Association continues to be an aggressive advocate for better conditions within San Francisco public housing.

NOW, THEREFORE, BE IT RESOLVED THAT the San Francisco Housing Authority Commission commends Cleo Wallace for her outstanding service as a Commissioner and for her continuing diligent service on behalf of the San Francisco public housing residents.

APPROVED AS TO FORM:

Connie M. Perry
Counsel Connie M. Perry

Date: Jan 22, 1981

The resolution commending former Commissioner Cleo Wallace is for her outstanding services to the Housing Authority as a Commissioner and for her continuing services to San Francisco public housing in her current capacity as President of the Public Housing Tenant Association. You all have copies of the resolution. We also have the official resolution that was signed by each Commissioner. Ms. Wallace, as you know we have these framed, so after this is adopted by the Commission, and I assume that it will be adopted by the Commission, we will have this framed and made available to you.

President Cook stated that his only comment before he asked for a vote is that he was sorry that it did not go out earlier. It seems to be from his knowledge a fairly new custom and we are just making up for some lost time today because it certainly is deserving of Ms. Wallace for all that she has been doing the last year or two and even previous to the years he has seen her. So do I hear a motion to accept this resolution? Commissioner Westbrook moved for approval of the resolution with a second by Commissioner San Jule. Resolution was unanimously approved.

Ms. Cleo Wallace said thank you very much.

(b) RESOLUTION - COMMENDING FORMER COMMISSIONER REVEREND BOOKER ANDERSON

RESOLUTION 2363
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COMMENDING REVEREND BOOKER T. ANDERSON
FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY
* *

RESOLUTION NO. 2363
* * * * * * * * * *

COMMENDING REVEREND BOOKER T. ANDERSON
FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY
* *

WHEREAS, the Reverend Booker T. Anderson was appointed to the San Francisco Housing Authority Commission by Mayor George Moscone on September 22, 1977; and

WHEREAS, during his tenure as Commissioner Reverend Booker T. Anderson worked diligently and with compassion for the improvement of the San Francisco Housing Authority; and

WHEREAS, as a Commissioner of the San Francisco Housing Authority Reverend Booker T. Anderson conducted himself with dignity and intelligence; and

WHEREAS, as a Commissioner of the San Francisco Housing Authority Reverend Booker T. Anderson always expressed great concern for the well-being of the residents of San Francisco public housing; and

WHEREAS, Reverend Booker T. Anderson resigned from the Commission of the San Francisco Housing Authority upon his appointment by Mayor Dianne Feinstein to the San Francisco Community College Board.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That Reverend Booker T. Anderson is commended for meritorious and diligent service as a Commissioner of the San Francisco Housing Authority.

APPROVED AS TO FORM:

Connie M. Perry
LEGAL COUNSEL

DATE: Jan 22, 1981

Mr. Williams stated that Reverend Anderson will not be able to make it this morning because he has a funeral at his church. However, he did ask me to express to the Commissioners his appreciation for your consideration of this resolution and he will come down at another time to personally express these words of appreciation.

Commissioner Fussell moved to adopt this resolution and Commissioner Chuck seconded. The resolution was passed unanimously.

(c) RESOLUTION - REVISING THE AUTHORITY'S CA 1-903 MODERNIZATION BUDGET

RESOLUTION 2364
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RESOLUTION AUTHORIZING REVISION NUMBER ONE TO THE MODERNIZATION CA-1-903 BUDGET: HARBOR SLOPE, CAL 1-9; HUNTERS POINT A LOWER WEST, CAL 1-17A; AND HUNTERS VIEW, CAL 1-17B
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RESOLUTION NO. 2364
* * * * * * * * * * * *

RESOLUTION AUTHORIZING REVISION NUMBER ONE TO THE MODERNIZATION CA-1-903 BUDGET: HARBOR SLOPE, CAL 1-9; HUNTERS POINT A LOWER WEST, CAL 1-17A; AND HUNTERS VIEW, CAL 1-17B.
* *

WHEREAS, on September 13, 1979, the Commission of the Housing Authority of the City and County of San Francisco adopted Resolution No. 2275 authorizing application for 1979 Modernization Funds for the Harbor Slope, CAL 1-9 and Hunters Point B, CAL 1-17B Housing Projects; and

WHEREAS, on September 30, 1979, the San Francisco Housing Authority was informed by the Department of Housing and Urban Development Area Office of the approval of the application as the Authority's Modernization CA-1-903 Program; and

WHEREAS, on March 13, 1980, the Commission of the Housing Authority of the City and County of San Francisco passed a Motion endorcing the reallocation of the funds for Hunters Point B, CAL 1-17B to supplement the rehabilitation work planned for Hunters Point A Lower West, CAL 1-17A and Hunters View, CAL 1-18(3); and

WHEREAS, on December 16, 1980 bids were received for the rehabilitation of Hunters View, CAL 1-18(3) indicating that an additional $474,500 was required for that project; and

WHEREAS, the rehabilitation of Hunters View, CAL 1-18(3) can not begin until the additional $474,500 is formally assigned to that project; and

WHEREAS, based on the December 16, 1980 Hunters View bids and an October 28, 1980 bid for the rehabilitation of Hunters Point A Lower West CAL 1-17A, it has been determined that the remaining $2,525,500 originally allocated for Hunters Point B, CAL 1-17B, will be required for Hunters Point A Lower West, CAL 1-17A.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Authority's Commission formally approve this Revision #1 to the Modernization CA-1-903 Program.

II. That the Executive Director be and the same is authorized to submit this Revision #1 to the Department of Housing and Urban Development for their concurrence, and request that the Authority's Annual Contributions Contract be amended to accomplish the transfer of Modernization funds from the Hunters Point B Project, CAL 1-17B to the Hunters Point A Lower West, CAL 1-17A and Hunters View, CAL 1-18(3) Housing Projects.

III. That upon approval of this Revision #1 by the Department of Housing and Urban Development, the Executive Director be and the same hereby is authorized to take all necessary steps to implement the approved program.

IV. That this resolution becomes effective immediately.

APPROVED AS TO FORM:

Connie M. Berry
Counsel

DATE: Jan 22, 1981

Mr. Williams stated that this is pertaining to the Hunters Point Modernization program. Basically what this involves is the transfer of Modernization funds from Hunters Point B to Hunters Point A Lower West and Hunters View Project. This is in compliance with our earlier resolution which was adopted in principle, approving this transfer. We are moving towards the allocation of funds and we are required by HUD regulations to formally adopt this resolution.

Commissioner Chuck moved that we formally adopt this resolution. Commissioner San Jule seconded.

Commissioner Fussell asked are there any tenants in place in those units now? In the ones we are considering that are under the A and Hunters View Housing? Mr. Williams stated no they are all vacant. Commissioner Fussell asked what will happen to Hunters Point B. Where does it fall in the list of priorities if funds are being taken away? Mr. Williams stated this is still a priority and we will be making additional applications to HUD for additional funds.

Commissioner Fussell questioned, how much money would be left under Hunters Point B? Mr. Deasy stated none. Commissioner Fussell asked how many units are we going to have now and how many units are in Hunters Point B?

Mr. Deasy stated that there will be 82 units in what we call Hunters Point B to be rehabilitated. We will have to get additional funding in future years to carry out the rehabilitation. Commissioner Fussell asked are they presently vacant? How many new units are we picking up total in the other two?

Mr. Deasy said they are all vacant and they will remain vacant. Mr. Deasy stated that what we will be doing is picking up the balance of those projects who have finished with their rehabilitation. In Hunters View I believe there are about twenty (20) units and in the balance of Lower West I think there are about forty (40) units. Commissioner Fussell stated so we are going to add some sixty (60) and still be carrying some ninety (90) some vacancies. Mr. Deasy stated there will still be eighty (80) that have not been rehabilitated.

President Cook asked if there are any more questions pertaining to this resolution?

Commissioner Westbrook asked when are the tenants going to move into those across the street that we rehabilitated and then the ones on the other side, you know the other fifty (50). Mr. Deasy stated, we are accepting those on a phase basis from the contractor as he finishes and some from DeNarde as well.

Commissioner Westbrook stated but you have not received anything from DeNarde yet have you? Mr. Deasy stated that we have nothing from DeNarde yet. He has given us notification that we should be prepared to walk through the first group of units from him in a couple of weeks. So we can then do a punchlist and he will go back and correct those units that need correcting and then we will accept these units once we are satisfied that the punch-list is complete.

Commissioner Fussell asked are we all rented up on the units we dedicated? Mr. Deasy stated the units on that side of the street are accepted as soon as the contractor turns the units over to us. We are then ready to rent them to the people.

Commissioner San Jule wanted to know what percentage of the people that lived there before and were moved out for this program are coming back in? Mr. Deasy stated all the people who wish to move back can come back. It is not an 100%, it varies from each group, but it probably is running between 50-60%. Commissioner San Jule stated, it is running that high. Mr. Williams stated that we will be preparing a report for the Commission to indicate the rate of returns and so forth so that you can see what has taken place. That report is in progress now.

Mr. Deasy said some families are waiting to move back into units that are in subsequent phasing.

Commissioner Westbrook raised the question, HUD has a habit of saying if a contractor bids for a job, and they said that they could do the job in X number of days, right? If their job is not completed in the X number of days then they are penalized X number of dollars for not getting that job done. Then DeNarde is going to go broke, isn't he? DeNarde had those projects way before Verrett had his. He should have been through before Verrett. It has been two (2) weeks since we went out and dedicated those units and he still is not ready. You see that makes for another hardship on us as Commissioners and as the Director, as people sit up there and criticize us because they cannot get into the units and thinking we are the ones that are holding them up. Sometimes it is the contractors who are not getting the jobs done or who is trying to make a lot of money and not hiring enough people to get the job done. I think sometimes that this should go into a little news bulletin to the people who want to get back into these housing units saying that the reason why it is not completed is because we are having difficulty with the contractors.

Mr. Deasy replied, Commissioner Westbrook on that point we are aware that he has gone over his contract. Commissioner Westbrook asked if we will get that money back? Mr. Deasy stated that there will be a reduction in the amount of money that is paid to him.

President Cook stated if there are no other questions do we have a motion and a second on this resolution?

Ms. Cleo Wallace raised the question, how long do we have to wait on the bonding from a contractor when he receives a bid? Mr. Williams stated, bonding will have to be in place before we can execute the contract. That is a condition for the contract.

President Cook asked all those in favor of the resolution? The resolution was passed unanimously.

(d) AUTHORIZING AWARD OF CONTRACT AT CAL 1-18(3) HUNTERS VIEW, PHASE II

RESOLUTION 2365
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RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION AND CONVERSION OF 20 DWELLING UNITS IN HUNTERS VIEW PUBLIC HOUSING PROJECT CAL 1-18(3), PHASE II
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RESOLUTION NO. 2365
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RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION AND CONVERSION OF 20 DWELLING UNITS IN HUNTERS VIEW PUBLIC HOUSING PROJECT CAL 1-18(3), PHASE II
* *

URBAN INITIATIVES PROGRAM

WHEREAS, on November 17 and 18, 1980, this Authority advertised for bids for the rehabilitation of dwelling units in two three-story buildings and site landscape work in Hunters View Public Housing Project, CAL 1-18(3); and

WHEREAS, on December 16, 1980, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Ernie Lowe, General Building Contractor	$ 1,200,000.00
2.	Henry L. Chapot & Associates	$ 1,398,333.00
3.	S. J. Amoroso/Verrett Construction Co., a Joint Venture	$ 1,639,400.00

WHEREAS, the Authority has evaluated the bids, and conferred with HUD regarding them, and has determined that funds will be available to award the contract contingent upon approval of the CA-1-903 Modernization Budget Revision and execution of an Amendment to the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That immediately upon receipt of said approval from HUD, a contract for rehabilitation and conversion of 24 dwelling units to 20 dwelling units be awarded to Ernie Lowe, General Building Contractor, in the amount of $1,200,000.00.

II. That this action shall constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Berry
Counsel

Jan 22, 1981
Date

Mr. Williams stated, Mr. President this is an award of a contract in the amount of $1,200,000 for rehabilitation and landscaping restoration out in Hunters View. As we indicated in our memo to you, we will be converting some of the smaller units into larger units in addition to the excavation of the work that will take place.

President Cook said do I hear a motion to adopt this resolution? Commissioner Fussell moved to adopt the resolution and Commissioner Chuck seconded.

Commissioner Fussell raised the question, has this individual done any work for the Authority before? Commissioner Westbrook and Ms. Wallace stated that he has.

Commissioner Fussell asked Ms. Wallace, when you asked that question, did you have a concern about this individual? Ms. Wallace said yes I do. I do have some concerns because before when they were doing work they had problems with their Affirmative Action and their bonding.

Mr. Williams stated we did have some concerns about this contractor when it came up and I requested out staff to investigate very thoroughly before we awarded the contract. Now there is a satisfaction on the part of the staff that he can meet the bonding and other requirements of this job. As I indicated in my answer to Ms. Wallace earlier, the bonding will have to be in place before the contract takes place and giving the priority of this work, we will certainly not let it go any longer than it is necessary for him to get the job done.

Commissioner Fussell asked do these contractors have any time to be completed in? Mr. Deasy stated yes and liquidated damages.

Mr. President said since we have a motion and a second and if there are no other questions. Motion was adopted unanimously.

(e) AUTHORIZING AWARD OF CONTRACT - EMERGENCY ALARM SYSTEMS CAL 1-39, 939 AND 951 EDDY STREET

RESOLUTION 2366
* * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR INSTALLATION OF EMERGENCY ALARM SYSTEMS FOR PROJECTS CAL 1-39, 939 EDDY STREET AND CAL 1-39, 951 EDDY STREET
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RESOLUTION NO. 2366
* * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR INSTALLATION OF EMERGENCY ALARM SYSTEMS FOR PROJECTS CAL 1-39, 939 EDDY STREET AND CAL 1-39, 951 EDDY STREET
* *

WHEREAS, on October 16 and 17, 1980, this Authority advertised for bids for the installation of Emergency Alarm Systems at Projects CAL 1-39 and 1-39; and

WHEREAS, on November 6, 1980, the following bid was received for the installation, publicly opened and read aloud:

BIDDER	BID AMOUNT
Elzie Polk DBA TV Lab	$20,298.00

WHEREAS, the Authority has evaluated the single bid received and has determined that the bid is a responsible proposal; and

WHEREAS, the proposal has been reviewed by HUD and approval has been received by the Authority to award to the single bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for the installation of the emergency alarm systems at the above named locations be awarded to Elzie Polk DBA TV Lab in the amount of $20,298.00.

II. That this action shall constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Jan 22, 1981
Date

Mr. President, as you know, the San Francisco Housing Authority has recently undertaken the management of the buildings at 939 and 951 Eddy Street. These were buildings rehabilitated by the Redevelopment Agency and we have taken over management of these buildings. There are things that need to be done and one of these is, of course, the emergency alarm system. We have a bid from a firm that the Housing Authority has checked out. We request that you authorize us to award this contract.

Commissioner Fussell raised the question will they be installing a standard kind of alarm that we use generally? Mr. Deasy stated the two (2) buildings are adjacent and the central switchboard installed in each of the two (2) units will have a crossover system between the two (2) switchboards. Mr. Deasy stated that it is required under the HUD Development Program and the funds are in the Development Program to cover it.

Commissioner Westbrook asked if this was senior citizens housing? Mr. Deasy said yes this is.

Commissioner San Jule raised the question will there be two alarms in each apartment, one in perhaps the bathroom? Mr. Deasy stated he was not sure about that but he could find out.

President Cook asked, is this something that is required now on all new senior housing? Mr. Deasy said it was a requirement HUD noted when they inspected the buildings after rehabilitation was done and I believe it is required under their low rent program.

Commissioner Fussell asked should this had been an obligation of the Redevelopment Agency? Mr. Deasy stated not really because the Redevelopment Agency carried out the rehabilitation and we bought these buildings with a HUD loan and HUD required this additional system and they are providing the funding to put it in.

Commissioner Fussell stated HUD was going to pay the bill whether the Redevelopment Agency did it or we did it, it was included in that.

Mr. Williams stated that is a good point. Maybe we should have put it in HUD's justification.

Commissioner Patterson asked is this alarm system to alert the people or is it directed to the fire department? Mr. Deasy stated the alarm system is for the use of the central switchboard to alert the people or the person in the unit to alert the switchboard.

Commissioner Westbrook asked is this like the one out there on Geary and 31st Avenue? If an elderly person gets sick they have a little string and they pull that string and that string alerts the system down where the manager lives so they know something is wrong up in that unit. Is that what you are talking about?

Commissioner Patterson stated, we don't have that. Is that what you are going to put in? Mr. Deasy stated yes. Commissioner Patterson said Wonderful! We need that all over.

Commissioner Westbrook moved for approval of the resolution and Commissioner Chuck seconded the motion. Motion unanimously passed.

(f) AUTHORIZING AMENDMENT OF CONTRACT WITH JEANPIERRE, TAYLOR AND COMPANY (CPA'S)

RESOLUTION 2367
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RESOLUTION AUTHORIZING THE MODIFICATION OF THE CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND JEANPIERRE, TAYLOR AND COMPANY, CERTIFIED PUBLIC ACCOUNTANTS, FOR ACCOUNTING SERVICES TO CLEAR PRIOR YEARS' AUDIT FINDINGS

* *

RESOLUTION NO. 2367

RESOLUTION AUTHORIZING THE MODIFICATION OF THE CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND JEANPIERRE, TAYLOR AND COMPANY, CERTIFIED PUBLIC ACCOUNTANTS, FOR ACCOUNTING SERVICES TO CLEAR PRIOR YEARS' AUDIT FINDINGS

WHEREAS, the San Francisco Housing Authority has entered into Annual Contributions Contracts with the U. S. Department of Housing and Urban Development for its Low Rent Grant No. SF-255, Section 23 Grant No. SF-268, and Section Eight Grant No. SF-618; and

WHEREAS, in agreement with the U. S. Department of Housing and Urban Development, the San Francisco Housing Authority is proceeding to clear as many of the remaining audit findings prior to January 31, 1981; and

WHEREAS, on November 13, 1980, the San Francisco Housing Authority Commission, by Resolution No. 2357, awarded Jeanpierre, Taylor & Company, Certified Public Accountants, a contract to assist the Authority accounting staff in completing the clearance of audit findings in the amount of $12,500; and

WHEREAS, because of the complexity of these audit findings, an additional six (6) days are needed to complete this work prior to January 31, 1981;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The contract amendment not to exceed a cost of $4,000 be awarded to Jeanpierre, Taylor and Company, Certified Public Accountants, because of additional hours required;

2. That the Secretary-Executive Director is authorized and directed to execute the above-named contract amendment on behalf of the Housing Authority;

3. This Resolution take effect immediately.

APPROVED AS TO FORM:

Annie M. Perry
Counsel

Dated: January 20, 1981

Commissioner Westbrook moved for approval of the resolution and Commissioner Fussell seconded.

President Cook asked is there any discussion on this?

President Cook stated he had one question on this, I assume that they will be putting more individuals on this last phase than they did before. My figures show that 12,500 Authority days, at $416 per day, and at $4,000 for 6 days that is $666 days. So I would assume that they put a few extra people on or has inflation caught up with us?

Mr. Koeritz stated that the managers will be adding some extra hours in over there, and the actual cost is $3,000.

Resolution was passed unanimously.

President Cook stated that before adjournment he had one item. Since we have a new administration back in Washington, therefore a new secretary of HUD, I would like this Commission to send a letter to Secretary Pierce congratulating him on his appointment and to tell him we need some money quick.

Commissioner Westbrook stated he also does not believe in tearing down. He believes in modernization. The other day in the newspaper it stated that Secretary Pierce does not believe in demolishing any buildings at all.

12. ADJOURNMENT:

There being no further business to come before the Commission meeting was adjourned at 11:10 a.m.

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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cancelled

February 3, 1981

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PUBLIC NOTICE

The regularly scheduled Commission Meeting to have been held on February 12, 1981, at 10:00 a.m. at 440 Turk Street, San Francisco, California, has been cancelled at the direction of the Commission due to the Lincoln Birthday holiday.

All pending matters will be discussed at the next Commission Meeting to be held on Thursday, February 26, 1981, at 10:00 a.m. at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

Preston Cook, President

SAN FRANCISCO HOUSING AUTHORITY

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James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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February 23, 1981

PUBLIC NOTICE

The regular meeting of the San Francisco Housing Authority Commission will take place on Thursday, February 26, 1981, at 10:00 a.m., in the Commission Room at the 440 Turk Street building.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION
WILL BE HELD ON THURSDAY, February 26, 1981, 10:00 a.m.
AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * * * * *

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:
    Presentation of Resolution of Commendation to former Commissioner Cleo Wallace

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Execution of Amendment No. 49 to the Annual Contributions Contract, SF-255

    (b) Resolution - For Housing Authority Travel Policy in Connection with the Performance of Official Duties Within the City and County of San Francisco

    (c) Resolution - To Establish a Policy for the Use of the Housing Authority Miscellaneous Fund

12. ADJOURNMENT:

SAN FRANCISCO HOUSING AUTHORITY

February 26, 1981

The minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

MARCH 9, 1981

PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, March 12, 1981, at 10:00 a.m., at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION
WILL BE HELD ON THURSDAY, MARCH 12, 1981, 10:00 a.m. AT
440 TURK STREET, SAN FRANCISCO, CALIFORNIA 94102

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Authorizing the Execution of Amendment No. 49 to the Annual Contributions Contract, SF-255

   (b) Resolution - For Housing Authority Travel Policy in Connection with the Performance of Official Duties Within the City and County of San Francisco

   (c) Resolution - To Establish a Policy for the Use of the Housing Authority Miscellaneous Fund

   (d) Resolution - Approving the Amendment to the Superceding Master and new Part I of Section 8 Annual Contributions Contract, SF 618 and Authorizing Execution

   (e) Resolution - Authorizing Execution of Amendment To Annual Contributions Contract for Section 23 Leasing for Private Accommodations

12. ADJOURNMENT:

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, March 12, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, March 12, 1981, at 10:00 a.m..

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner (arrived 1 minute late)

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

ABSENT: James G. Fussell, Jr., Commissioner

2. VISITORS:

Christine Neal, PHTA
Lenney Herrmann, S.F. Department of Social Services
Eva Mae Williams, PHTA - Plaza West
Lillian Phillips, PHTA - Plaza West
Bobbie Sanders, PHTA

3. APPROVAL OF AGENDA:

Commissioner Westbrook moved for approval of the agenda with a second motion by Commissioner Brooks, UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved for approval of the minutes with a second motion by Commissioner Westbrook. UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams reported on the commendation of SFHA Police Officers, Robert Harris and Edward Shelly by the San Francisco Board of Supervisors for their assistance in the arrests of two (2) persons for possession of stolen goods, burglary tools and trespassing. These arrests led to the recovering of 175 stolen items in public housing units.

Mr. Williams stated the Authority received the commendations this week and they will be forwarded to the Officers.

6. REPORT OF SECRETARY:

Mr. Williams referred to previous communications he has forwarded to the Commission regarding the additional $ 3.1 Million Dollars requested from Hud which has not been approved. It is going to require some changes in the Authority's Budget and that a meeting has been requested with the Commission early next week to review the matter.

7. COMMITTEE REPORTS:

Commissioner San Jule reported that the Site and Design Committee met this week and reported:

ITEM 1

Staff informed the Committee that the Authority's June 1980 request for $9,800,000.00 in 1980 Comprehensive Modernization funds to rehabilitate the Hunters Point A East and Hunters Point B Projects had been partially successful. HUD has notified the Authority that $5,757,000.00 will be allocated. As these funds will not be enough to rehabilitate both projects as originally planned, staff proposed that only Hunters Point A be addressed at this time. This project was chosen because of it's proximity to the soon to be completed Harbor Slope and Inchon Village complexes. Work at Hunters Point B must await future funding.

To formally obtain the $5,737,000.00, a final Modernization Application must be submitted to HUD. As Commission endorsement of the Application is required, the Site and Design Committee recommends that this application to be approved by the Commission.

ITEM 2

Staff informed the Committee that work is scheduled at the Yerba Buena Plaza West development to provide community and laundry spaces. In conjunction with this work, bids were received for concrete block work and heating and ventilating work which were reviewed by the Committee.

The bids received are valid bids and the Committee recommends authorizing award of contracts.

President Cook asked for a motion to accept the Site and Design Committee report.

Commissioner Westbrook moved to accept the report and Commissioner Patterson seconded the motion. The report was UNANIMOUSLY APPROVED.

President Cook gave a brief report of the Finance Committee Meeting and discussion on items (b) and (c) on the Agenda. He stated the Committee recommended to endorsed those items and asked for the Commission to affirmatively vote for these two (2) items that will be discussed under New Business.

Commissioner Westbrook moved to accept the report and Commissioner San Jule seconded the motion. The report was UNANIMOUSLY APPROVED.

8. REPORT OF COUNSEL:

Counsel Connie Perry reported to the Commission stating in January the Authority filed 57 Unlawful Detainer Complaints, 27 Judgments were received of those cases, 17 Writs of Possession were issued as a result of those 27 Judgments and seven (7) residents were evicted. In February the Authority filed 66 Complaints; 30 Judgments were received; 16 Writs were filed. Counsel Perry explained she did not have the figure on the evictions for the month of February, but seventeen (17) evictions were scheduled, seven (7) tenants paid prior to eviction date, three (3) moved out without notice and seven (7) tenants were actually evicted by the Sheriff.

Counsel Perry reported on seven (7) Employment disputes stating two (2) of those cases being dismissed with prejudice in February, two (2) cases of prejudice in the Court of Appeal, one (1) case is awaiting oral arguments, in one (1) case the Brief is being filed by March 20, 1981, one (1) case is in Superior Court and is awaiting Trial Date, one (1) case, Trial

was held over on February 23, 1981 and the Authority is awaiting decision, one (1) case is awaiting setting for Arbitration.

Counsel Perry continued her report stating there are two (2) cases involving breach of Construction Contract, and both of those cases are awaiting trial. There is one (1) Class Action Suit which is at the discovery stage, one (1) Maintenance Suite the Demurrer to that complaint was sustained, one (1) suit involving wrongful exercise of eminent domain power and that case is still in the discover stage.

Counsel Perry stated there are numerous other cases involving claims in the Authority insurance policy and those are handled by Authority's insurance agents.

Commissioner San Jule asked Counsel Perry if she is handling all legal work or is it being handled by outside counsel?

Counsel Perry stated she handles most of the case work but the maintenance case was previously handled by someone else before she came aboard. She said there are two (2) cases that are being handled by outside Counsel because it would be a conflict of interest since she worked for Legal Assistance prior to her employment with the Housing Authority.

President Cook thanked Counsel Perry for the report.

9. TENANT REPRESENTATIVE REPORT:

President Cook reiterated that the Representatives for PHTA give their report at this time and other tenants wishing to speak can do so after the last item of New Business.

Mrs. Cleo Wallace, President of PHTA reported on their training session and PHTA being prepared for the next training session scheduled for the month of April.

She stated PHTA met with staff on March 12, 1981 to discuss lay-offs within the Housing Authority and expressed the staffs and PHTA feelings of being disturbed and requested the Commission to review the proposed lay-offs because the lay-offs will bring about confusion. Tenants become distressed when learning of anticipated lay-offs.

Mrs. Wallace said she was told by staff that the funds for Plaza East and West was coming out of Community Development but has to now go through HUD for approval and she asked the Commission to give them some definite answers regarding where these funds are and where will the funds be coming from.

President Cook thanked Mrs. Wallace for the report and asked if there were any questions regarding the report.

Commissioner Westbrook expressed her concerns regarding the way the Commissioners received certain information concerning Housing Authority affairs. Commissioner Westbrook requested of Mr. Carl Williams or the Deputy Director to report to her on Housing affairs not included on the Agenda so she can stay abreast of Housing Authority business.

Commissioner Westbrook also expressed her concerns with one Commissioner receiving all the credit for the progress made in the Housing Authority.

Mr. Williams explained to Commissioner Westbrook that the items discussed by Mrs. Wallace are on the Agenda to be brought before the Commission. He also explained the Community Development Program and informed the Commission that HUD has required that they review for a period of time all the Housing Authority expenditures out of the Community Development Program. Mr. Williams volunteered to provide Mrs. Cleo Wallace with copies of the correspondence from HUD to that affect.

Mrs. Wallace stated her concern is to clarify as to what office these funds will be coming.

Mr. Williams responded that the Modernization Fund is on the Agenda today as it pertains to the roof repair at Plaza. He stated he will be giving a report on the pending lay-offs of craft workers, and this will take place at the time of another meeting.

Mrs. Wallace referred to the boiler situation at Hayes Valley, with 15 residents being treated for inhaling poisonous gas.

Mr. Deasy reported on the boiler situation at Hayes Valley, stating in the first part of February the Authority received a call at night because of fumes coming out the boiler, the Fire Department was dispatched and the boilers were shut down. The next day the maintenance crew discovered that the flue that served the boiler had been clogged with papers and other debris - it was clearly a vandalism. The debris was removed but by the flue being clogged caused the fumes to back-up into the boiler and the fumes escaped from another vent and entered the apartments from the outside windows that were immediately above the boiler room. After that occurrence was noticed, the boiler was completely checked over by Housing Authority staff, one (1) week later a Boiler Service Contractor was called in to clean the boiler and check on releases of gases; there were none. The Housing Authority then received complaints from residents directly above the boiler room and three (3) individuals received Medical attention and one (1) was found to have an excessive amount of carbon monoxide in the blood. The next day the Authority returned with the Health Department and the Health Department did find traces of elements of carbon monoxide in the two (2) units. There were no traces of carbon monoxide in any of the other units besides those three (3) units above the boiler. One (1) unit is vacant and the Authority has found two (2) alternative units in the same project with the same bedroom needs.

Mr. Deasy stated he is in receipt of a report from the Health Department about the problem. He stated the Authority is proceeding with a contractor to fully test the exhaust system on this boiler to locate the leak. Until this is found and corrected the units will have to remain vacant.

The boiler contractor bids have been received and the awards of the bids have been approved and the Contractor has been instructed by the Maintenance Department to start work in Potero and Alice Griffith. There are two (2) contractors working. The Hayes Valley situation is being handled immediately on a special contract to find the leak in the exhaust system.

President Cook asked if the persons responsible for the vandalism to the boiler were apprehended?

Mr. Deasy explained the security of the boilers and stated there is no way of knowing when the metal grate was removed or who did it.

President Cook asked if it was possible to secure the boiler and if possible will this be done?

Mr. Deasy replied that the boiler was secured at one time with cast iron grate and will be replaced and secured properly.

Vice President Brooks asked if the tenants were still in those units?

Mr. Deasy answered the tenants are not living in the units. They have found temporary housing with relatives or friends. He stated alternate units are ready for them to move into in the same project but on advise from the tenants Legal Counsel, they have not moved in the alternative units.

Commissioner Westbrook asked if any other units were affected.

Mr. Deasy answered the Fire Department has checked all the units and found no traces of carbon monoxide.

Commissioner Westbrook asked if the fumes were flamable?

Mr. Deasy stated the fumes are carbon monoxide gases which are not flamable.

10. UNIFINISHED BUSINESS:

NONE

11. NEW BUSINESS:

(a) RESOLUTION - Authorizing The Execution Of Amendment NO. 49 To Annual Contribution Contract, SF-255

RESOLUTION 2368

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 49 TO (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

RESOLUTION N^{o} 2368

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT N^{o} 49 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT N^{o} SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES.

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MODERNIZATION CONTRACT NUMBER

CAL 1-905

FOR PROJECT N^{o}s. CAL 1-1
1-2
1-4
1-5
1-11
1-16
1-18(2)
1-18(4)
1-18(5)
1-18(6)
1-18(7)
1-18(10)
and 1-30

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which, at any time now or hereafter, is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted, and the Chairperson or Vice Chairperson is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the San Francisco Housing Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, NT&SA, and the San Francisco Housing Authority have previously entered into a General Depositary Agreement (HUD Form 51999A, dated May 29, 1969) which provides for the deposit of specified monies of "...one or more additional low rent housing projects...". The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances to be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the San Francisco Housing Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited and disbursed only in accordance with the provisions of the Contract, as amended.

4. A. In order to provide monies to finance the Development Cost of each project and to refund, renew, extend or substitute for any project loan notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other Resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment or for any project notes (in the Contract called "Temporary Notes") issued by the San Francisco Housing Authority in anticipation of the delivery of project loan or permanent notes, there are hereby authorized to be issued, from time to time, project loan and permanent notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of project loan or permanent notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (i) the principal amount of Bonds issued to finance such Development Cost, and (ii) the principal amount of project loan, permanent or project notes issued to finance such Development Cost, and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

B. Each note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the San Francisco Housing Authority by the Chairperson/Acting Chairperson; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary/Acting Secretary. Each project loan note shall be in substantially the form of HUD 9204 and each permanent note shall be substantially the form of HUD Form 52250 and made a part thereof. Project loan notes and permanent notes shall be issued to finance the Development Cost of non-permanently financed projects and permanently financed project, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the San Francisco Housing Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest of such notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (i) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Contract, and (ii) by a pledge of a lien on the Residual Receipts of such project after providing for the payment of bonds issued in respect to such project.

D. As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to such project, the Local Authority, to the fullest extent permitted by the laws of the state, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such project, including that certain real property relating to each such project and more particularly described in the trust instrument of any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to Permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (i) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (ii) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be valid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgement shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest of each note from other funds of the Local Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

   (i) The term, "Resolution", shall mean Resolution;

   (ii) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATED: Feb 17, 1981

Mr. Williams stated that the Commission had previously authorized the approval of a Modernization Application for the funds in this application and that HUD has approved it. These funds will provide physical improvements in major categories and projects in the San Francisco Housing Authority. This improvement work can be done by existing staff to a large extent.

Commissioner San Jule moved to adopt the resolution and Commissioner Patterson seconded the motion. UNANIMOUSLY APPROVED

(b) RESOLUTION - For Housing Authority Travel Policy in Connection with the Performance of Official Duties Within the City and County of San Francisco

RESOLUTION 2369

RESOLUTION FOR SAN FRANCISCO HOUSING AUTHORITY TRAVEL POLICY IN CONNECTION WITH PERFORMANCE OF OFFICIAL DUTIES WITHIN THE CITY AND COUNTY OF SAN FRANCISCO

* *

RESOLUTION NO. 2369

RESOLUTION FOR SAN FRANCISCO HOUSING AUTHORITY TRAVEL POLICY IN CONNECTION WITH THE PERFORMANCE OF OFFICIAL DUTIES WITHIN THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, HUD Handbook 7401.1, entitled "Low Rent Housing Administration Handbook, Chapter 5, Section 1, that addresses reimbursement for use of privately-owned vehicles in the performance of official business; and

WHEREAS, the Authority's policy adopted by the Board of Commissioners, by Resolution No. 2202, dated October 26, 1978 and Resolution No. 2311, dated February 19, 1980, address travel policies relative to travel outside the City and County of San Francisco; and

WHEREAS, the Department of Housing and Urban Development, in its Log 649 Compliance Report indicates the lack of this policy is an audit exception;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. An officer, Commissioner, staff member or resident of public housing shall not be reimbursed for use of a personal automobile for travel outside of the City and County of San Francisco on official business;

2. Exceptions to the above-stated policy can be made by the Executive Director, subject to budgetary limitations;

3. In cases where exceptions to the above policy are authorized by the Executive Director, the Authority shall reimburse employees on a mileage basis at a rate not in excess of that paid by the City and County of San Francisco;

4. The Authority shall provide sufficient coverage under its automobile insurance policy for non Authority-owned vehicles used for official business.

5. This Resolution shall be effective immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry, Legal Counsel

Mr. Williams stated this policy is in response to a audit finding that the Authority has never had a policy regarding the automobile travel by Housing Authority employees and to correct that audit exception, we are proposing this policy; it has been reviewed by the Finance Committee.

Commissioner Westbrook moved to adopt the resolution with a second motion by Commissioner Chuck. UNANIMOUSLY APPROVED

(c) Resolution - To Establish a Policy for the Use of the Housing Authority Miscellaneous Fund

RESOLUTION 2370

RESOLUTION TO ESTABLISH A POLICY FOR THE USE OF SAN FRANCISCO HOUSING AUTHORITY MISCELLANEOUS FUND

* *

RESOLUTION NO. 2370

RESOLUTION TO ESTABLISH A POLICY FOR THE USE OF SAN FRANCISCO HOUSING AUTHORITY MISCELLANEOUS FUND

****

WHEREAS, the Housing Authority of the City and County of San Francisco has a non federally-funded Miscellaneous Fund; and

WHEREAS, the Housing Authority of the City and County of San Francisco has not developed guidelines and procedures for the use of the Fund in compliance with the California State Housing Law; and

WHEREAS, the lack of a policy and procedures has been raised as an issue in the Department of Housing and Urban Development Log 649 Compliance Report as an audit exception; and

WHEREAS, Resolution No. 2311, dated February 19, 1980, contains the only Commission-authorized expenditure chargeable to this Fund - namely, travel expenses in excess of the $50 per day limitation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is authorized to approve expenditures of the Miscellaneous Fund for the following expenses, subject to budgetary limitation:

   a. Commission meeting fees, including certificates, plaques and other items related to the San Francisco Public Housing Program which are not currently eligible under HUD rules and regulations regarding operating subsidies;

   b. Prorated allocation of the employee life insurance premium;

   c. Tenant service functions classified as ineligible costs, as defined in the HUD Low Rent Annual Contributions Contract and related documents;

   d. Expenditures for attendance at banquests, dinners and other related functions not covered by conference costs classified as ineligible costs, as defined in the HUD Low Rent Annual Contributions Contract and related documents.

2. The Executive Director shall make a quarterly report of all revenues and expenditures of the Miscellaneous Fund.

3. This Resolution is effective immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry, Legal Counsel

Mr. Williams stated the Authority is responding to an audit finding that the Miscellaneous Fund has never had a Commission Policy setting forth what expenditures are to be charged to this fund. This resolution will correct that deficiency. It also requires the Executive Director to make a quarterly report of all revenues and expenditures from the Miscellaneous Fund.

(d) Resolution - Approving the Amendment to the Superceding Master and New Part I of Section 8 Annual Contributions Contract, SF-618 and Authorizing Execution.

RESOLTUION 2371

RESOLUTION APPROVING THE AMENDMENT TO THE SUPERSEDING MASTER AND NEW PART I OF SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING EXECUTION

* *

RESOLUTION NO. 2371

RESOLUTION APPROVING THE AMENDMENT TO THE SUPERSEDING MASTER AND NEW PART I OF SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975 (as amended), with the United States of America ("Government").

WHEREAS, the San Francisco Housing Authority is participating in the Section 8 Existing Housing Program; and,

WHEREAS, the Government amended 24 CFR Part 882, Section 8 Housing Assistance Payments Program-Existing Housing, to establish a Moderate Rehabilitation Program; and,

WHEREAS, the San Francisco Housing Authority has applied and has been approved to participate in the Section 8 Moderate Rehabilitation Program; and,

WHEREAS, the Section 8 Annual Contributions Contract must be revised so that it will consist of the following counterparts:

a. SUPERSEDING Master Section 8 Annual Contributions Contract, HUD 52520A (10-79),,applicable to all Section 8 Programs, i.e., New Cohstruction, Substantial Rehabilitation, Moderate Rehabilitation, and Existing Housing.

b. Part I of the Annual Contributions Contract, HUD 52520B (SUPP) (10-79), applicable to Section 8 Moderate Rehabilitation.

c. Part I of the Annual Contributions Contract, 9.1G-801.6 (4-77), applicable to Section 8 Existing Housing which has been executed by the San Francisco Housing Authority and the Government.

d. Part II of the Annual Contributions Contract, HUD 52520C (SUPP) (10-79), applicable to Section 8 Moderate Rehabilitation and Existing Housing.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Amendment to the SUPERSEDING Master Section 8 Annual Contributions Contract and Part I of the Annual Contributions Contract for Moderate Rehabilitation are hereby approved and accepted. The President is hereby authorized and directed to execute the counterparts of the contract on behalf of the San Francisco Housing Authority, and the Secretary is hereby authorized to impress and attest the official seal of the San Francisco Housing Authority on each such counterpart and to forward such executed counterparts to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie Y. Perry
Counsel

Mr. Williams said this is a program that has been undertaken by the San Francisco of Building Inspection and the Mayors Office of Community Development with respect to the 69 units in San Francisco that will be rehabilitated under the Low-Interest Rate Loan Program. The Housing Authority will be involved in the Administration of the Section 8 units that will be available to owners who undertake the rehabilitation to their property pursuant to this program. This is a new and somewhat experimental program in San Francisco and the Authority has been working with HUD and the City Officials to get this program moving. By this action the Commission will be giving the final act required for the Housing Authority to participate in this program.

President Cook asked for a clarification as to whether the Housing Authority will own, manage or maintain those units.

Mr. Williams answered the Housing Authority will not own, manage or be responsible for the maintenance of any of these units. The Housing Authority is only administering the Section 8 contracts between tenant and owner.

Commissioner San Jule made a motion to adopt the resolution and Commissioner Chuck seconded the motion. UNANIMOUSLY APPROVED

(e) Resolution - Authorizing Execution of Amendment To Annual Contributions Contract for Section 23 Leasing for Private Accommodations

RESOLUTION 2372

RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT NO. 7 TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-268 FOR SECTION 23 LEASING FOR PRIVATE ACCOMMODATIONS (Project No. Cal 1-25

* *

RESOLUTION NO. 2372

RESOLUTION AUTHORIZING EXECUTION OF
AMENDMENT NO. 7 TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-268
FOR SECTION 23 LEASING FOR PRIVATE ACCOMMODATIONS

PROJECT NO. CAL 1-25

WHEREAS, The Housing Authority of the City and County of San Francisco (herein called the "Local Authority") has entered into an Annual Contributions Contract (as amended) on October 28, 1966, and now proposes to enter into an amendatory contract (herein called "Amendment to Annual Contributions Contract for Leasing Private Accommodations Pursuant to Section 23 of the Housing Act of 1937, as amended") with the United States of America (herein called the "Government"); and,

WHEREAS, it has been agreed between the Local Authority and the Government to amend the Annual Contributions Contract in the particulars indicated in such Amendment;

NOW, THEREFORE, BE IT RESOLVED BY THE LOCAL AUTHORITY, AS FOLLOWS:

1. The proposed Contract designated "Amendment to Annual Contributions Contract for Leasing Private Accommodations Pursuant to Section 23 of the Housing Act of 1937, as amended," is hereby approved and accepted both as to form and substance and the President or Vice President is hereby authorized and directed to execute said Amendment in two counterparts on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE M. PERRY, COUNSEL

DATED: March 4, 1981

Mr. Williams reminded the Commission that they have previously authorized conversion of 918 units from Section 23 Housing to the Section 8 Program. The conversion is almost completed with the exception of two (2) units remaining. this action will allow the Housing Authority to continue with the Section 23 Conversion for the two (2) remaining units. HUD requires this resolution.

Commissioner San Jule moved to adopt the resolution with a second motion by Commissioner Chuck. UNANIMOUSLY APPROVED

(f) Resolution - Approval of Contract with Local 14, Custodians

RESOLUTION 2373

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SERIVCE EMPLOYEES INTERNATIONAL LOCAL NO. 14 (CUSTODIANS) MEMORANDUM OF AGREEMENT WITH THE SAN FRANCISCO HOUSING AUTHORITY

* *

RESOLUTION NO. 2373

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXECUTE SERVICE EMPLOYEES INTERNATIONAL
LOCAL NO. 14 (CUSTODIANS)
MEMORANDUM OF AGREEMENT WITH THE
SAN FRANCISCO HOUSING AUTHORITY

WHEREAS, this Authority and the Executive Director, Carl L. Williams, have authorized Milton F. Reiterman, Chief Labor Negotiator, Labor Relations, to enter into collective bargaining with Service International Employees Union Local No. 14 ("SEIU Local 14"); and

WHEREAS, the Authority is committed to the strengthening of and improving of employee relations with its employees; and

WHEREAS, the Authority's Chief Labor Negotiator has reached an agreement through the collective bargaining process with SEIU Local 14; and

WHEREAS, this agreement will provide a basis for action for improving both the work life of our employees and the services to our residents,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Commission approve the Memorandum of Agreement between the Authority and SEIU Local 14.

2. That the Executive Director or his designee is hereby authorized and directed to execute this Memorandum of Agreement.

3. That this resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE M. PERRY, COUNSEL

DATE: 3/9/81

Mr. Williams stated the Commission has authorized the Executive Director and Labor Negotiator to undertake negotiations with all Housing Authority employees associations with respect to a contractual agreement setting forth rights and responsibilities between unions and employers.

Mr. Williams said the Authority has for some time been negotiating with Local 14 and there is now a ratified and signed contract between the Authority and Local 14. The approval of this contract will be the first contract between the Authority and Local 14 and he commended Local 14 for their hard work.

Mr. Milton Reiterman, Chief Labor Negotiator, introduced Mike Stock, Manager of Local 14, and stated the Housing Authority, for the first time in its history is into agreement with all jurisdiction within the labor force in the Authority. Mr. Reiterman acknowledged local 14 representative supervisor Mr. gaines and Mr. Wade.

Mr. Mike Stock stated Local 14 and the Authority have negotiated for more than a year and have entered into an agreement that the union members can live with and affirmed that Mr. Reiterman would not have negotiated a contract if it was not a fair agreement. Local 14 have represented the employees of the Authority for years without a written contract.

President Cook expressed to Mr. Reiterman and Local 14 representatives that its an excellent document and urged the adoption of the contract by the Commission.

Commissioner Westbrook asked regarding vacation earned, is vaction carried over to another year or is vacation earned lost at the close of the year.

Mr. Williams answered that an employee must obtain approval to carry over vacation time into the next year. The Authority tries to avoid this whenever possible.

Mr. Reiterman stated the vacation regulation must be consistent with HUD.

Commissioner Westbrook asked in regards to five (5) days Bereavement Leave, is the five (5) days for leave out of the city or in the city?

Mr. Reiterman stated that the policy is consistent with Civil Service Comparability and five (5) days is maxium bereavement leave and that includes travel. He said this leave has not been abused in the Authority to date.

Commissioner San Jule moved for adoption of this resolution with a second motion by Commissioner Brooks. UNANIMOUSLY APPROVED.

(g) Resolution - Approving Final Application for $5,737,000.00 in 1980 Comprehensive Modernization Funds

RESOLUTION 2374

RESOLUTION APPROVING AN APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR $5,737,000.00 IN FISCAL YEAR 1980 COMPRESHENSIVE MODERNIZATION FUNDS.

MODERNIZATION PROJECT NUMBER CA-1-906

HUNTERS POINT EAST, CAL 1-17A

* *

RESOLUTION NO. 2374

* * * * * * * * * * * * * *

RESOLUTION APPROVING AN APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR $5,737,000 IN FISCAL YEAR 1980 COMPREHENSIVE MODERNIZATION FUNDS.

MODERNIZATION PROJECT NUMBER CA-1-906

HUNTERS POINT EAST, CAL 1-17A

* *

WHEREAS, the Area Office of the Department of Housing and Urban Development invited this Authority to submit an application for Fiscal Year 1980 Comprehensive Funds; and

WHEREAS, on June 24, 1980 the Authority submitted an application to the Department of Housing and Urban Development for $9,843,600 to rehabilitate the Hunters Point A (East), CAL 1-17A and the Hunters Point B, CAL 1-17B Housing Projects as part of this Comprehensive Modernization Program, and

WHEREAS, the Department of Housing and Urban Development has informed the Authority that only $5,737,000 has been allocated to the Authority as part of this Comprehensive Modernization Program; and

WHEREAS, the amount of funds provided by the Department of Housing and Urban Development will not be sufficient to rehabilitate both Hunters Point (East), CAL 1-17A, and Hunters Point B, CAL 1-17B; and

WHEREAS, the Authority has determined that these funds can be best used in the rehabilitation of Hunters Point A (East), CAL 1-17A; and

WHEREAS, the San Francisco Housing Authority will comply with all policies, procedures and requirements, prescribed by HUD for the modernization program; and

WHEREAS, the modernization program cannot be funded from current operating funds; and

WHEREAS, the amount of modernization funds requested, represent this Authority's estimate of the cost of the modernization program described in the application; and

WHEREAS, this authority will comply with civil rights statutes, executive orders and regulations as applicable; and

WHEREAS, the San Francisco Housing Authority has complied with HUD regulations and requirements under the Flood Disaster Protection Act of 1973 or such regulations and requirements are not applicable; and

WHEREAS, upon receipt of modernization funding for the above noted improvements, the Authority will make every effort to assure full and timely implementation of the plan; and

WHEREAS, the proposed work program meets HUD's criteria for eligible modernization funding;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Authority Commission formally approve the Program Budget, Work Program, Organization and Staffing Plan and the Maintenance Plan that constitutes this Comprehensive Modernization Application.

II. That the Executive Director be and the same is authorized to apply to the Department of HUD for the necessary funding to accomplish the above described needed improvements to the Hunters Point A (East) project, CAL 1-17A.

III. That upon approval of the application for funding by the Department of Housing and Urban Development, the Executive Director be and the same is hereby authorized to take all necessary steps to implement the approved program.

IV. That this resolution becomes effective immediately.

APPROVED AS TO FORM:

Connie M. Berry
Counsel

Date: March 6, 1981

RESOLUTION NO. 2375
* * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACTS FOR CONVERSION OF EXISTING SPACE INTO LAUNDRY AND COMMUNITY FACILITIES IN YERBA BUENA PLAZA WEST - PROJECT CAL 1-18(2)
* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on January 20 and 21, 1981, this Authority advertised for bids for the installation of concrete block walls and for the installation of a heating and ventilating system in conjunction with the conversion of existing space into laundry and community facilities in Yerba Buena Plaza West, Project CAL 1-18(2); and

WHEREAS, on February 10, 1981, separate bids were received for each of the sub-trades, publicly opened and read aloud as follows:

A. CONCRETE BLOCK WORK

BIDDER	BID AMOUNT
1. Lewis M. Merlo, Inc.	$15,489.10

B. HEATING AND VENTILATING SYSTEM

BIDDER	BID AMOUNT
1. N. V. Heathorn, Inc.	$13,413.00
2. Aire Sheet Metal, Inc.	18,000.00

WHEREAS, the Authority has evaluated the bids received for each sub-trade and has determined that the bids are within the budget items for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That contracts be awarded to:

1. Lewis M. Merlo, Inc. for installation of block walls, in the amount of $15,489.10.

2. N. V. Heathorn, Inc. for installation of a heating and ventilating system, in the amount of $13,413.00.

II. That this action shall not constitute notice to the contractors of the award of contracts, and no awards shall be effective until the contractors are given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractors' Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute contracts with the above-named contractors on behalf of this Authority.

APPROVED AS TO FORM:

Counsel

Date 3/11/81

Mr. Williams stated this is the item Commissioner San Jule reported on in the Site and Design Committee Report.

Commissioner Chuck asked for someone to identify the areas that are being completed.

Mr. Deasy pointed out the various areas rehabilitated on the map located on the upper left wall in the Commission Room.

Commissioner Westbrook asked how many units are completed and where is the Authority in regards to the scheduled move back of residents.

Mr. Deasy stated the completed units are Hunters View Project, Harbor Slope, and Lower West Hunters Point Project. The Authority is taking units back weekly from the two (2) contractors in Hunters View and Harbor Slope are due later this month.

Commissioner Westbrook asked about the units on Westpoint Road.

Mr. Deasy answered those units have not been taken back yet.

Commissioner Westbrook asked if there was money for modernization in Alice Griffith?

Mr. Deasy stated there are no Mod funds for Alice Griffith presently.

Commissioner Westbrook asked if there were monies to paint the interior and exterior buildings.

Mr. Williams suggested looking into operating expenses to find the money to paint the buildings. He stated he would review the matter and report back to the Commission.

Commissioner Westbrook expressed her concerns with the community residents having access to her business and home telephone numbers when seeking housing. She asked that staff or any other persons not give her telephone numbers to the public.

Commissioner Westbrook also stated that she not be contacted by Authority staff regarding housing.

Mr. Williams stated the staff does not give out Commissioners home or business numbers to the general public. He said the Commissioner had requested telephone numbers of their fellow Commissioners and roster of the home and business numbers were prepared for Commissioners use. Commissioner Westbrook and Mr. Williams both agreed on a Commission Policy in regards to housing referrals from Commissioners.

Commissioner Chuck moved to adopt this resolution with a second motion by Commissioner San Jule. UNANIMOUSLY APPROVED

(h) Resolution - Authorizing Award of Contracts for Conversion of Existing Space Into Laundry and Community Facilities in Yerba Buena Plaza West Project Cal 1-18 (2)

RESOLUTION 2375

RESOLUTION AUTHORIZING AWARD OF CONTRACTS FOR CONVERSION OF EXISTING SPACE INTO LAUNDRY AND COMMUNITY FACILITIES IN YERBA BUENA PLAZA WEST - PROJECT CAL 1-18(2)
* *

Mr. Williams reminded the Commission of the presentation given several months ago for plans at Yerba Buena Plaza, and urged the Commission to adopt this resolution.

Commissioner Chuck moved to adopt this resolution with a second motion by Commissioner San Jule. UNANIMOUSLY APPROVED

12. ADJOURNMENT:

There being no further business, President Cook adjourned the Commission Meeting at 11:10 a.m..

_____
CHAIRMAN

_____
Carl L. Williams
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
H65
#4
3/26/81

MARCH 20, 1981

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PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, March 26, 1981, at 10:00 a.m., at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

SF
H65
#1
3/26/81

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 26, 1981, 10:00 a.m. AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * * *

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Approving Contract Amendment No. 50 Cal-1-903

   (b) Resolution - Approving the Transferring of Funds from Section 23 Operating Reserve to Low Rent Operating Reserve

   (c) Resolution - Approving Budget for Conventional Housing, 1981

12. ADJOURNMENT:

SF
H65
#2
3/26/81

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, March 26, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, March 26, 1981, at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m..

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

ABSENT: James G. Fussell, Jr., Commissioner

2. VISITORS:

Cassandra Allen
Christine Neal, PHTA
Mary Wolridge, PHTA - Alice Griffith
Jill Nelson, NBTA
Bobbie Jean Doden, PHTA
Lenney Herrmann, S.F. Department of Social Services
Phyllis E. Andelin, Attorney for NBTA, BDTA, AGHTA

President Cook asked those persons requesting to speak on particular topics feel free to speak at the appropriate time to volunteer their comments.

3. APPROVAL OF AGENDA:

Commissioner San Jule moved for approval of the agenda with a second motion by Commissioner Brooks. UNANIMOUSLY APPROVED.

4. APPROVAL MINUTES:

Commissioner Westbrook moved to approve the minutes with a second motion by Commissioner Brooks. UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams stated he is in receipt of a letter from Mr. Paul Chatman, President of the National Association and Redevelopment Officials, inviting him to participate in a working group that was established by NAHRO regarding the problems of large urban housing authorities. The purpose of the working group is to try to bring together the large housing authorities to present a united front to Congress and the Administration regarding the cut-backs in public housing and to press upon them the peculiar problems that the larger housing authorities have as opposed to some of the smaller housing authorities in the suburban areas.

Mr. Williams stated he has forwarded to each Commissioner the copy of the letter with a cover memorandum from him indicating his acceptance of the invitation to participate in the working group. He expressed that this would be in the interest of the San Francisco Housing Authority and he will provide the Commission with additional information regarding this matter.

6. REPORT OF SECRETARY:

The Secretary, Carl Williams, reported on the Executive Session held March 18, 1981 at 440 Turk Street. The purpose of the executive session was to review personnel and staffing matters necessitated by reductions in the Authority's budget for the current fiscal year.

In attendance at the meeting were Commissioners Preston Cook, Joan Byrnes San Jule, Betty Brooks, Reverend Harry Chuck and Elouise Westbrook. Staff persons present were the Executive Director, the Deputy Executive Director and the Director of Finance, Mr. Richard Koeritz.

It was the unanimous recommendation of the Commission that the staffing allocations presented be adopted at the regularly scheduled meeting of the Commission on March 26, 1981.

7. COMMITTEE REPORTS:

NONE

8. REPORT OF COUNSEL:

NONE

9. TENANT REPRESENTATIVE REPORT:

Cleo Wallace, President of PHTA, asked for clarification regarding the monies for roofs and boilers - where are these monies coming from - CDBG Funds?

Mr. Williams reiterated that the roof repair work is part of the Community Development allocation and there has been no change and the Authority will continue to go forward as soon as the Authority has the contract prepared for contractors to bid on. The boilers are under contract currently with two (2) contractors doing inspections of all Authority's boilers for the purpose of making a determination as to what needs to be done and this work is still continuing without any cuts.

Mrs. Wallace explained her reasons for concern being the monies from the Community Development funds for the repair of boilers and roofs going to hire staff that will be working on the vacate units.

Mr. Williams stated that was incorrect and asked Mrs. Wallace if she would like a letter to that effect. Mr. Williams explained that there is a crew of workers under the Community Development Funding that will work exclusively on repair of the vacant units.

Mrs. Wallace informed the Commission of the theft of copper pipes and window casing in Alice Griffith units. She stated the tenants are reporting the thefts to Housing Authority Police and San Francisco Police Department but nothing is being done.

Commissioner Westbrook asked why does it take so long to repair the boilers and roofs and she referred to the Commission holding discussions on this matter approximately three (3) months ago.

Mr. Williams said there are two (2) reasons for the delays regarding the repair of the roofing; first the cost involved, there was no money out of the operating budget and approval of the repairs had to come from the Community Development Program, which is a program administered through the Mayors Office of Community Development. The approval process has taken a very long time. Second, the work is so extensive that plans and specifications will have to be drawn so the contractors will know exactly what needs to be done regarding the roofs in Plaza East and West, and this is a very complicated job.

Mr. Williams stated repairs have been made on some of the boilers and currently a thorough inspection and analysis is being conducted to find out exactly what needs to be done with respect to the boilers; whether the boilers will have to be rebuilt; whether modifications will have to be done or whether new boilers will have to be installed.

Commissioner Westbrook aksed if there is a time limit on the work to be done, so the tenants can be informed. She suggested if there are problems going through the Mayors Office of Community Development, that the Commissioners should meet with the Mayors Office to help expedite these funds.

President Cook suggested arranging a meeting with Jim Johnson, HUD, and several Commissioners to discuss these matters.

Commissioner Cook stated there will be a regular report of the status of the roofs and the boilers. Commissioner Westbrook agreed.

10. UNFINISHED BUSINESS:

NONE

11. NEW BUSINESS:

(a) RESOLUTION - Approving Contract Amendment No. 50 Cal-1 903

RESOLUTION 2376

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 50 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

RESOLUTION NO. 2376

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 50 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

MODERNIZATION PROJECT NUMBER

CAL 1-903

FOR PROJECT NOS. CAL 1-9
CAL 1-17A
CAL 1-18(3)

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted, and the President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, NT&SA, and the San Francisco Housing Authority have previously entered into a General Depositary Agreement (HUD Form 51999A, dated May 29, 1969) which provides for the deposit of specified monies of ". . . one or more additional low rent housing projects . . ". The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances to be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Contract, as amended.

4. A. In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Project Loan Notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") by the Local Authority in anticipation

of the delivery of Project Loan or Permanent Notes, there are hereby authorized to be issued, from time to time, Project Loan and Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost, and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost, and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

B. Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the Local Authority by the President or Vice-President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of Form No. HUD-9204 and each Permanent Note shall be in substantially the form of Form No. HUD-52250, each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes and Permanent Notes shall be issued to finance the Development Cost of Non-Permanently Financed Projects and Permanently Financed Projects, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest of such Notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Contract, and (2) by a pledge of and lien on the Residual Receipts of such Project after providing for the payment of Bonds issued in respect to such project.

D. As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to any project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to Permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be invalid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest of each Note from other funds of the Local Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term, "Resolution", shall mean this Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie M. Perry, Legal Counsel

DATED: March 19, 1981

Mr. Williams reminded the Commissioner that several weeks ago the Authority's request for additional operating funding was denied by the Department of Housing and Urban Development. As a result, reductions in the amount of 3.5 million dollars will have to be made in this years budget so the budget will balance and meet approval by HUD. To accomplish these reductions and adjustments in a manner to minimize the loss of services to residents, the following actions have been taken in respect to this budget: twenty-five (25) Administrative Positions have been deleted for the current budget, this is a salary savings of $491,000.00; administration expenses other than salary has been reduced to #34,120.00. There has been a credit adjustment on the PG&E billings bringing about an additional savings of $265,000.00 The savings reduction regarding the purchasing of material and supplies will bring an addional savings of $300,000.00. The reduction of certain contract costs will bring savings to $277,900.00. There has been a savings of the Authority's insurance premium as a result of a more competitive bid atmosphere, savings being $295,000.00. The reduction in the equipment replacement is $98,500.00 and the reduction in other non-routine expenditures $77,780.00. To avoid further loss of budget to the vacant repair program funded by the Community Development Block Grant Program. By June 30, 1981, there is an anticipated reduction of two (2) additional administrative personnel, the reduction of thirty-six (36) craft personnel for a salary savings fo $1,110,505.00, as a result of those reductions, a fringe benefit savings of $622,702.00 has been realized.

Mr. Williams reiterated that this has been a very difficult budget process and the reductions have been made in a cost effective manner. He pointed out that further reductions regarding all executive and administrative personnel salary adjustments scheduled to be implemented July 1, 1981, will be delayed, which will bring an additional savings of $32,000.00. These are actions that the Authority has had to take to balance the budget. He explained, if the Authority does not have a balanced budget the Department of HOusing and Urban Development will not authorize additional funds to the Housing Authority. This matter has been reviewed in great detail with a number of people and Mr. Williams urged the Commission to adopt the budget before the Commission. He stated that he and Mr. Dick Koeritz Director of Finance, are present to answer any questions regarding the budget.

Commissioner Chuck moved to adopt the budget with a second motion by Commissioner San Jule. UNANIMOUSLY APPROVED.

Commissioner Westbrook stated she was concerned with the reduction of maintenance personnel. Would this effect the service of repairs done in Housing Authority units? She referred to Mrs. Wallace's comment regarding the theft of copper pipes and window casing and asked if there will be enough maintenance personnel available to cover those areas where thefts are being committed. She stated she will be walking through the projects to see if the tenants are getting maintenance service. Commissioner Westbrook asked Mr. Williams to look into a way of requesting HUD for additional monies for the services of tenants.

Mr. Williams stated that the Authority has done everything that could possibly be done without completely bringing the Housing Authority to a grinding halt, in terms of meeting this fiscal situation. The problem is one of 3+ million dollars and it's not solely a matter of personnel. The cuts were made in the areas that the Authority felt we could make them without resorting to staff cuts. The budget was reviewed and given to staff to cut where ever possible and only after that, did the staff look at personnel matters. Mr. Williams stated the cuts were a simple matter of arithmetic and there will be changes in the way the maintenance will be carried out. There will be more authority and direction given to the area managers with respect to scheduling maintenance activity. The Authority is making these changes with hopes of improving the response time and to avoid the problems we are having. There were no cuts in the areas where there are a number of problems, ie. plumbing etc. The plumbers are not effected by this particular lay-off, and electricians are not effected at this time. The cuts would have been deeper had the Authority not been able to make transfer of employees to the Community Development Block Grant Program, the Authority hoped to maintain the level of work force and at the same time, improve on the repairs in the community.

Mr. Williams stated he has followed the situation very closely of other Housing Authorities, particularly back East. This reduction pales incomparison to what has taken place elsewhere. Mr. Williams indicated that this was a minimum reduction and if the Authority can increase productivity and get a full days work from remaining personnel, the Authority may not feel the lost as greatly as indicated. This will be the test before the Authority. Mr. Williams stressed that the Authority will do everything possible to live to those standards. The REAL problem is next year's budget.

Mr. Williams stated he shared Commissioner Westbrooks concerns and the staff redutions could not have been prevented. He was advised by the Director of Finance that this reduction should have taken place late December or January.

President Cook asked the audience if there were any questions regarding this item.

Mrs. Wallace asked about the two (2) women employees inthe labor force and seniority of employees in regards to the lay-offs. She made reference to the Purchase Department not supplying staff with the necessary tools to perform their work requirements and all of this concerns the budget. Mrs. Wallace stated she has serious concerns and asked the Commission to take a close look at the budget. She stated the cut-backs were made to the lower paid laborers with no union representation or contract. She also asked about the twenty-five (25) administrative positions cut that were never included in the budget. She then referred to the cost of living increases and asked what would be taken.

Mr. Williams commented on the matter of materials and supplies, stating this is a problem in the Purchase Department and this problem has nothing to do with the cut-backs. It's a problem with administration and supervision of certain individuals; and this situation is on the read to correction. Mr. Williams reminded the Commissioners regarding the salary increments of the terms of Local 400 contract and stated the Housing Authority is obligated to give the automatic step increases to existing personnel. He stated the Executive and Administrative Personnel salary adjustments that would normally go into effect July 1, 1981, will be delayed until the Authority's new budget year in October, 1981. Unless Local 400 is willing to waive their contract right with respect to the increments that they are entitled to be given, as a matter of contract law, the Authority is obligated to give that. Mr. Williams estimated thirty-three (33) people are entitled, a matter of contract law, to automatic step increases when they fall due between April 3, 1981 and September 30, 1981 and this figurescomes to a total of $7,260.00. To deny those people their step increases would be penny-wise and pound foolish. He commented that $7,260.00 would not pay for one (1) laborer that had been layed-off.

Ms. Phyllis E. Andelin, Deptuy Director of Litigation for the San Francisco Neighborhood Legal Assistance Foundation, and representing North Beach Place Tenant Association, Bernal Dwellings Tenant Association, Alice Griffith Homes Tenant Association and a varity of individuals tenants whose names will be supplied upon request, addressed the Commission.

She stated she is here to express concern and she is, unlike Mrs. Wallace, going to ask the Commission not to approve this budget but to look at it a lot closer and stated she has specific comments to Mr. Williams outline, as to what he is going to because the it's dishonest, and belied by the printed budget that has been issued by the staff of the Housing Authority.

She pointed out, having analyzed that budget and analyzed where the cuts are going to be in the maintenance department, that her clients are stunned. To say that this budget minimizes cuts in services to the tenants is a joke, and the Commission members have to start taking responsibility and not simply pass on budgets that are submitted by the staff. The lay-offs are coming in the lower and cheaper catagories: General Laborers, Painter's Apprentices, Painters, Glazers noone will be retained, Linoleum Layers, Resident Caretakers are cut substantially. These are absolutely contrary to what the Deloitte, Haskins and Sells (consultants) who were paid hundreds of thousands of dollars to come up with a management and maintenance analysis of what should be done to improve the services of maintenance and these cuts are contrary to their recommendations and proposals.

Ms. Andelin quoted President Cook's statement last November "the Deloitte Haskins and Sells report was a good starting point for overall of maintenance and management in public housing". She stated the first action taken after the report is to do exactly what the report said not to do, which is to cut maintenance. The overall finding was a shortage of existing maintenance staff. She said that Mr. Williams is worried about HUD coming in to review the budget and analyzing where the 18 million dollars goes is where the Commission should look at first. She asked the Commission to go through the minutes and look at their statements and findings of the entire Commission. She stated it is waste to let public property deteriorate, and it's a serious problem that all the Commissioners are responsible for. In the face of rent strikes, there is one (1) rent strike going on. A law suit that was filed on behalf of the tenants was an alternative to rent strikes because rent strikes take more money away from housing authority operations. As an alternative to rent strikes and worse, the tenants were persuaded to go through the courts. She asked for an answer as to why the budget cuts have to come out of maintenance.

Mr. Williams stated this is a second amendment to the Annual Contributions Contract required by the Department of Housing and Urban Development. He indicated to the Commission that they previously authorized, in the meeting of January 22, 1981, the resolution regarding this particular modernization program. HUD requires that this resolution be adopted with respect to the amendment of the Annual Contribution contract.

Commissioner San Jule moved to adopt the resolution and Commissioner Chuck seconded the motion. UNANIMOUSLY APPROVED.

(b) RESOLUTION - Approving the Transferring of Funds from Section 23 Operating Reserve to Low Rent Operating Reserve

RESOLUTION 2377

RESOLUTION AUTHORIZING TRANSFER OF FUNDS IN THE AMOUNT OF $200,000.00 FROM THE SECTION 23 HOUSING PROGRAM OPERATING RESERVE ACCOUNT TO THE LOW RENT CONVENTIONAL HOUSING PROGRAM OPERATING RESERVE ACCOUNT PROJECT CAL 1-25

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RESOLUTION NO. 2377

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RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1980 TO SEPTEMBER 30, 1981 COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

WHEREAS, there is attached hereto and marked "Exhibit A" the budget in summary form for low rent project operations under Contract SF-255 covering the fiscal operating period October 1, 1980 to September 30, 1981; and

WHEREAS, the Commission has reviewed the aforesaid revised budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under the provisions of the current Performance Funding System regulations. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and that rents have been or will be adjusted in accordance with the HUD approved rent schedule; and

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975, in that the aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1980 will not be less than that amount equal to one-fifth of the sum of the "Family Income" as defined in 24CFR860.403(f), of all such families; and

WHEREAS, the San Francisco Housing Authority Commission, on July 10, 1980, adopted Resolution No. 2330, approving the Fiscal Year 1980-81 Budget and authorizing its submission to HUD; and

WHEREAS, the previous budget approved by the Commission was approved with the assumption that adequate funding would be available to support said Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget approved by the San Francisco Housing Authority Commission in Resolution No. 2330 be rescinded; and

2. That the budget marked "Exhibit A" attached hereto, is hereby approved for submission to the HUD Area Office.

Attachment

APPROVED AS TO FORM:

3/20/81 Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

Mr. Williams stated this resolution refers to the Authority's operating budget in order to help offset the deficit and balance the budget. The Authority is making a transfer of $200,000.00 from the Section 23 Program Reserve Account to the Low Rent Conventional Housing Program Operating Reserve Account. This is a transferring of funds which requires the Commission approval. Mr. Williams urged the Commission to adopt this resolution because it is part of the matter that has to be undertaken to balance this years budget.

Commissioner Chuck moved to adopt the resolution with a second motion by Commissioner Westbrook. UNANIMOUSLY APPROVED.

President Cook asked if this was under the direction from any of the audits that have recently been conducted?

Mr. Williams answered, the transferring of ufnds does not derive from any audit exception. He explained this is a bookkeeping matter that was undertaken for the purpose of balancing this years budget. He stated under the HUD rules and regulations, the authority is permitted to make a transfer of excess funds out of the Section 23 Budget Program to the Operating Budget.

(c) RESOLUTION - Budget For Conventional Housing Program - Contract SF-255

RESOLUTION 2378

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1980 TO SEPTEMBER 30, 1981 COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

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RESOLUTION NO. 2378

* * * * * * * * * * * * *

RESOLUTION AUTHORIZING TRANSFER OF FUNDS IN THE AMOUNT OF $200,000 FROM THE SECTION 23 HOUSING PROGRAM OPERATING RESERVE ACCOUNT TO THE LOW RENT CONVENTIONAL HOUSING PROGRAM OPERATING RESERVE ACCOUNT.

PROJECT CAL 1-25

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (herein called the "Local Authority") by Resolution No. 1525 dated October 20, 1966, entered into an Annual Contributions Contract (as amended) on October 28, 1966; and

WHEREAS, the Local Authority, on May 11, 1979, received notice of a deadline date for conversion of the Section 23 Program to the Section 8 Program with no contract rights beyond September 30, 1981 final closeout date; and

WHEREAS, the Commission, on February 19, 1980, by Resolution No. 2310, authorized the conversion of Section 23 Program units to the Section 8 Program; and

WHEREAS, the Commission, on March 12, 1981, by Resolution No. 2372, authorized the execution of amendment No. 7 to the Annual Contributions Contract for Section 23 Program, which allows the Local Authority to perform the financial closeout and termination of this Program; and

WHEREAS, by HUD Regulations, Reference: Notice H80-14, the procedures are described relative to the disposition of cash and other assets to be transferred to the Low Rent Housing Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be authorized to notify and request of HUD its approval of the transfer of funds from the Section 23 Program to the Low Rent Conventional Housing Program;

2. That the Executive Director be authorized to execute the transfer of $200,000 from the Section 23 Program Operating Reserve Account to the Low Rent Conventional Housing Program Operating Reserve Account;

3. That the Director of Finance be authorized to do all things necessary for the financial closeout and termination of Section 23 Program, including the transfer of $200,000 of these funds to the accounts stated above;

4. That this Resolution take effect immediately.

APPROVED AS TO FORM:

1/20/81 Connie M. Perry

Connie Perry, Legal Counsel

Mr. Williams reminded the Commissioner that several weeks ago the Authority's request for additional operating funding was denied by the Department of Housing and Urban Development. As a result, reductions in the amount of 3.5 million dollars will have to be made in this years budget so the budget will balance and meet approval by HUD. To accomplish these reductions and adjustments in a manner to minimize the lost of services to residents, the following actions have been taken in respect to this budget: twenty-five (25) Administrative Positions have been deleted from the current budget, this is a salary savings of $491,000.00; administration expenses other than salary has been reduced to $34,120.00. There has been a credit adjustment onthe PG&E billings bringing about an additional savings of $265,000.00. The savings reduction regarding the pruchasing of materials and supplies will bring an additional savings of $300,000.00. The reduction of certain contract costs will bring savings to $277,900.00. There has been a savings of the Authority's insurance premium as a result of a more competitive bid atmosphere savings being $295,000.00. The reduction in the equipment replacement is $98,500.00 and the reduction in other non-routine expenditures $77,780.00. To avoid further loss of personnel, the Authority transferred twenty-six (26) crafts employees from operating budget to the vacant repair program funded by the Community Development Block Grant Program. By June 30, 1981, there is an anticipated reduction of two (2) additional administrative personnel, the reduction of thirty-six (36) craft personnel for a salary savings of $1,110,505.00, as a result of those reductions, a fringe benefit savings of $622,703.00 has been realized.

Mr. Williams iterated that this has been a very difficult budget process and the reductions have been made in a cost effective manner. He pointed out that further reductions regarding all executive and administrative personnel salary adjustments scheduled to be implemented July 1, 1981, will be delayed, which will bring an additional savings of $32,000.00. These are actions that the Authority has had to take to balance the budget. He explained, if the Authority does not have a balanced budget the Department of Housing and Urban Development will not authorize additional funds to the Housing Authority. This matter has been reviewed in great detail with a number of people and Mr. Williams urged the Commission to adopt the budget before the Commission. Mr. Williams stated that he and Mr. Dick Koertiz, Director of Finance, are present to answer any questions regarding the budget.

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Commissioner Westbrook stated she was concerned with the reduction of maintenance personnel. Would this effect the service of repairs done in Housing Authority units? She referred to Mrs. Wallace's comment regarding the theft of copper pipes and window casing and asked if there will be enough maintenance personnel available to cover those areas where thefts are being committed. She stated her first priority as a Commissioner is to take care of the tenants. Mrs. Westbrook stated she will be walking through the projects to see if the tenants are getting maintenance service. Commissioner Westbrook asked Mr. Williams to look into a way of requesting HUD for additional monies for the service to tenants.

Mr. Williams stated that the Authority has done everything that could possible be done without completely bringing the Housing Authority to a grinding halt, in terms of meeting this fiscal situation. The problem is one of 3+ million dollars and it's not solely a matter of personnel. The cuts were made in the areas that the Authority felt we could make them without resorting to staff cuts. The budget was reviewed and given to staff to cut where ever possible and only after that, did the Authority look at personnel matters. Mr. Williams stated the cuts were a simple matter of arithmetic and there will be changes in the way the maintenance will be carried out. There will be more authority and direction given to the area managers with respect to scheduling maintenance activity. The Authority is making these changes with hopes of improving the response time and to avoid the problems we are having. There were no cuts in the areas where there are a number of problems, ie. plumbing etc. The plumbers are not effected by this particular lay-off, and electricians are not effected at this time. The cuts could have been deeper had the Authority not been able to make transfer of employees to the Community Development Block Grant Program. By transferring employees to the Community Development Block Grant Program, the Authority hoped to maintain the level of work force and at the same time, improve on thr repairs in the community.

Mr. Williams stated he has followed the situation very closely of other Housing Authorities, particularly back East. This reduction pales in comparison to what has taken place elsewhere. Mr. Williams indicated that that this was a minimum reduction and if the Authority can increase productivity and get a full days work from remaining personnel, the Authority may not feel the lost as greatly as indicated. This will be the test before the Authority. Mr. Williams stressed that the Authority will do everything possible to live up to those standards, The REAL problem is next year's budget.

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Mr.Williams commented on the matter of materials and supplies, stating this is a problem in the Purchase Department and this problem has nothing do do with the cut-backs. It's a problem with administration and supervision of certain individuals and this situation is on the road to correction. Mr. Williams reminded the Commissioners regarding the salary increments of the terms of Local 400 contracts and stated the Housing Authority is obligated to give the automatic step increases to existing personnel. He stated the Executive and Administrative Personnel salary adjustments that would normally go into effect July 1, 1981, will be delayed until the Authority's new budget year in October, 1981. Unless Local 400 is willing to waive their contract right with respect to the increments that they are entitled to be given, as a matter of contract law, the Authority is obligated to give that. Mr. Williams estimated thirty-three (33) people are entitled, a matter of contract law, to automatic step increases when they fall due between April 3, 1981 and September 30, 1981 and this figures comes to a total of $7,260.00. To deny those people their step increases would be peny-wise and pund-foolish. He commented that $7,260.00 would not pay for one (1) laborer that had been layed-off.

Ms. Phyllis E. Andelin, Deputy Director of Litigation for the San Francisco Neighborhood Legal Assistance Foundation, and representing North Beach Place Tenant Association, Bernal Dwellings Tenant Association, Alice Griffith Homes Tenant Association and a varity of individuals tenants whose names will be supplied upon request, addressed.

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She pointed out, having analyzed that budget and anayzed where the cuts are going to be in the maintenance department, that her clients are stunned. To say that this budget minimizes cuts in services to the tenants is a joke, and the Commission members have to start taking responsibility and not simply pass on budgets that are submitted by the staff. The lay-offs are coming in the lower and cheaper categories: General Laborers, Painter's Apprentices, Painters, Glazers - none will be retained, Linoleum Layers, Resident Caretakers are cut substantially. These are absolutely contrary to what the Deloitte, Haskins and Sells (consultants) who were paid hundreds of thousands of dollars, to come up with a management and maintenance analysis of what should be done to improve the services of maintenance and these cuts are contrary to their recommendations and proposals.

Ms. Andelin quoted President Cook's statement last November "the Deloitte Haskins and Sells report was a good starting point for the overall of maintenance and management in public housing" she stated the first action taken after the report is to do exactly what the report said not to do, which is to cut maintenance The overall finding was a shortage of existing maintenance staff. She said that Mr. Williams is worried about HUD coming in to review the budget and analyzing where the 18 million dollars goes is where the Commission should look at first. She asked the Commission to go through the minutes and look st their statements and findings of the entire Commission. She stated it is waste to let public property deteriorate, and it's a serious problem that all the Commissioners are responsible for. In the face of rent strikes, there is one (1) rent strike going on. A law suit that was filed on behalf of the tenants was an alternative to rent strikes because rent strikes take more money away from housing authority operations. As an alternative to rent strikes and worse, the tenants were persuaded to go through the courts. She asked for an answer as to why the budget cuts have to come out of maintenance.

President Cook stated to Ms. Andelin that her litigation has been very expensive to the Housing Authority and Commission would have preferred to spend those monies on tenants needs, which would have been much better spent money.

Ms. Andelin stated those monies have never gone to tenant's needs. She reminded the Commission and particular Mr. Williams that he is paid and all the Commission exists for one purpose and that is to provide descent, safe and sanitary housing for the tenants. She asked if the Commission would like to talk about litigation cost?

Mr. Williams replied the Commission will not discuss the litigation.

Ms. Andelin pointed out that for one year the merits of that law suit have not yet been looked at. There has been skirmishing on legal questions and they are going forward with this law suit. She asked the Commission to defer ruling on this budget and to look at exactly where the cuts are coming from and to challenge some of Mr. William's statements. She quoted Mr. Williams saying, by reduction of thirty-six (36) crafts personnel he can reduce the expenditures by 1,100,000.00, she stated the only way he could do that is to reduce fifty-eight (58) are deleted. She made reference to the thirty-six (36) crafts personnel being layed-off and stating this was not true because the budget indicates fifty-eight (58) positions being deleted. As to the transfer of twenty-six (26) crafts persons to CDBG Funds, she said she heard Mr. Williams say that no Community Development Funds were going to be used for regularly Housing Authority Operations and stated this comment is inconsistent. She asked if Community Development Funds are going to be used for Housing Authority's Operations and not for the purpose for which they were allocated?

Mr. Williams stated that Ms. Andelin was incorrect regarding the substantial cuts in the position of Resident Caretakers, there has only been one (1) lay-off in the position of Resident Caretakers. Mr. Williams stated his statement regarding the Community Development Block Grant Funds was that the Community Development Block Grant Program, which has been authorized by the Department of Housing and Urban Development, that the Authority would like to utilization of certain portions of that money to repair and rehabilitate vacant units in public housing and there is a letter to Mayor Feinstein urging that be done. He stated he would be glad to give a copy of that letter to those concerned. Mr. Williams stated this is a permissable use of the Community Development Block Grant Program, the Authority has the approval of the Department of Housing and Urban Development, the Area Office. Modernization is not affected by these cut-backs. There are no reduction in the Authority's Modernization Program. There will be reductions in the Modernization Program made by President Reagan if Congress votes his budget recommendation. There are no reductions made in the Modernization Program in this particular budget.

Mr. Williams replied to the mathematics of the number of personnel that have been layed-off and how that figure was computed. He requested Mr. Dick Koeritz, Director of Finance, to address the Commiss and audience regarding the crafts lay-off.

Mr. Dick Koeritz referred to the budget (page 20) stating the top portion of the page refers to a full maintenance crew which is 174 total personnel. The bottom part of the same page refers to the reamining staff personnel, bieng 116 that the Authority is paying out of operation. The Authority has transferred twenty-six (26) crafts from operations budget into the Block Grant Funding and they will be performing works on the vacate units. Therefore, by the termination of the thirty-six (36) carfts and the transfer of the twenty-six (26) to other funding sources, the Authority was able to save almost 1.5 million dollars.

Ms. Andelin stated she did not understand and asked if those twenty-six (26) employees were to only fix up those vacant units?

Mr. Koertiz answered, correct, and stated the 116 are assigned to operations of the Housing Authoirty and the twenty-six (26) are over and above the 116 and the twenty-six (26) funded from the Block Grant Program, work strictly on the maintenance of the vacates.

Ms. Andelin asked which job categories are transferred to the vacant units.

Mr. Koertiz stated right at the moment he could not answer.

Mr. Williams stated the Authority can provide Ms. Andelin with the information she requested from Mr. Koertiz.

Ms. Andelin asked, why the cuts have to come from maintenance in view of the Deloitte, Haskins and Sells report that maintenance is one of the major problems?

Mr. Williams reiterated the reason for the cuts in maintenance, "The Maintenance Department is one our greater cost areas, one of the Authority's greatest expenditures and there had to be a reduction of approximately 3.5 million dollars".

Mr. Williams referred to the budget and stated , "to look at the budget for the analysis of where the cuts were made, it is clearly noted that if reduction could have been avoided, the Authority would have done so. But, there is no way the budget could have been cut without touching the Maintenance Department, and other areas of the budget were affected. It was a matter of mathematics". He urged Ms. Adnelin and other to sit down and go through the budget and if they can come up with areas where cuts can be made without violating contract rights, where the Authority can make reductions for 3.5 million dollars without laying-off any maintenance workers.

Ms. Andelin asked out of a budget of 18 million dollars why the cuts must come out of the only services to tenants? She stated if it wasn't for the tenants and the projects none of the Commissioners or Mr. Williams would be here. She demanded an explanation stating that 18 million dollars is a lot of money.

Mr. Williams stated, "considering the task before the Authority 18 million dollars is not a lot of money". There are 7,000 projects to run. The matter of service to tenants, every employee of the Housing Authority is or should be in the business of serving tenants, some of that is done in different ways.. We have to have other areas of the Housing Authority functioning properly because that is part of the service to residents. If we don't function properly in our fiscal areas HUD won't give the Authority any money. The Authority has been threatened with a cut-off of funds because of bad audit problems, but progress is being made. The police department has not had any cuts and this is a service to residents.

Ms. Andelin informed the Commission that one of the recently hired competent management people hired by Mr. Williams has resigned. She stated his basic problem was not enough staff and not enough money to do maintenance and this is a very serious loss as a result of these budget cuts.

Mr. Williams stated that no one person at this Housing Authority is indispensable to the progress of this Housing Authority. This is a team effort to improve the Housing Authority. He reiterated that the lost of one (1) person does not stop any of the reforms that he is committed to making at the Housing Authority.

Commissioner Westbrook stated that she is not paid to serve on the Commission and stated she is here because she has a concern for people, and she is a dedicated Commissioner of the San Francisco Houswng Authority. She indicated that the other Commissioners may have a different opinions of certain issues, but she believes that all of the Commissioners are dedicated.

Commissioner Westbrook commented on the Deloitte Haskins and Sells recommendation saying that they did not suggest any ways or means of getting the finances to carry through their recommendation, and this is the reason why XYZ has not been done. She commented on her fight in Washington D.C. for legal assistance for all poor people, but she wanted to stress the fact that President Reagan is asking for a tremendous amounts of cuts-back. If the Mayor and the President does not give the Housing Authority any money, there is nothing the Authority can do about that. She stated she has listened to the concerns and asked the other Commissioners to work with the Executive Director and try to get some of the people back. If this is possible it will be done.

Ms. Andelin stated that she was not attacking any individuals of the Commission at all.

Mary Perata, North Beach Tenant Association, addressed the Commission and stated she has some questions regarding some of the discussions today. She asked if there are forty-eight (48) men being layed-off in the maintenance department? She stated according to the Budget the figures require a lay-off of fifty-eight (58) men.

Mr. Williams stated that Ms. Perata was reading the budget wrong and he asked Mr. Koertiz to explain the budget again.

Mr. Koeritz reiterated an explanation of page 20 of the budget for Ms. Perata.

Mr. Williams again explained to those still not understanding, that the fact is that only thirty-six (36) maintenance workers were layed-off.

Commissioner Westbrook referred Ms. Perata to Mrs. Cleo Wallace, President of the Public Housing Tenant Association, for the additional information she is seeking regarding the number of lay-offs in each category of the maintenance department.

Mrs. Wallace stated, Ms. Perata has the budget and has sat in the hearings and she explained what Ms. Perata was saying is that in the transfers from the Operating Budget to the Community Development Block Grant Budget, there are figures for employees that the Authority does not have. She pointed out that there are only four (4) electricians and how can all four (4) electrians be transferred to CDBG Budget?

Mr. Williams reiterated that there are nine (9) painters, eighteen (18) laborers, four (4) carpenters, two (2) glaziers, one (1) linoleum layer, and two (2) resident caretakers.

Ms. Perata asked if Mr. Williams said that thirty-three (33) people received 5% step increased in regards to the salary implements.

Mr. Williams stated that is not what he said. He reiterated that by virtue of the Authority's Local 400 contract, there are thirty-three (33) people who are entitled to step increases between April 3, 1981 and the end of this fiscal year. The actual amount, if the step increases are given to those thirty-three (33) employees, will be $7,620.00.

Ms. Perata asked if that figure compares with the 5% increment increase.

Mr. Williams replied"that figure roughly averages out to the 5%". He explained again that when a employee is hired in the San Francisco Housing Authority is a matter of contract right in the Local 400 bargaining unit upon the completion of the employee anniversary date, on a yearly basis, they are automatically entitled to a step increase which is roughly 5%. There are approximately thirty-three (33) people in that category that are entitled to that step increase between now, April 3, 1981 and September 30, 1981. As a matter of contract law, the Authority is obligated to five that step increase to those employees. If they choose to waive that, then Local 400 must communicate so to Mr. Williams in writing and then the Authority can realize that savings.

Ms. Perata asked if maintenance were the San Francisco Housing Authority's largest expense and does the mass of the monies go to maintenance in cash dollars.

Mr. Williams stated yes. The money goes to salaries, overtime, materials, etc.. Ms. Perata asked if maintenance was bigger than resident services money? Mr. Williams answered, the maintenance department is larger than anyother department in the San Francisco Housing Authority. Ms. Perata stated she wanted to protest this.

Ms. Maura Kealy, representative of Local 400, addressed the Commission stating she is here today without any member of Local 400's section because of the shortage of staff at Egbert, Valencia Gardens, Plaza and Leased Housing at 440 Turk. She stated her members are equally distrubed about the maintenance cuts and are feeling very demoralized at the projects offices where they are already short staffed in regards to what they will tell the tenants now about the maintenance repairs. She stated some offices are down three (3) personnel. She stated she is here to get information on this because their section is meeting on this matter and will be responding back to the Housing Authority in an appropriate manner. Ms. Kealy stated to Mr. Williams that she is hearing for the first time today that certain contractual obligations which not only includes payment of step increases if an employee has been employed for a year, its also in the contract that the employees should all get the yearly raise July 1st, and she stated she is hearing today that this is not in the cards. She stated she is disturbed that the Authority should have come to Local 400 first. She said it makes it very difficult to work together in a crisis atmosphere when Local 400 has these kinds of questions and these kinds of surprises thrown at them. She asked if the Authority could give Local 400 the information on the number of management positions filled, newly created, or upgraded in the last year. She requested to know which positions they are and the dollar amounts involved.

Mr. Williams answered he does not have those figures in front of him and corrected Ms. Kealy's statement stating, he did not say that the salary adjustment for Local 400 would not take place.

Ms. Kealy stated she would be very glad to meet and confer with Housing Authority's staff.

Mr. Williams stated he has not violated any of the meet and confer provisions at all.

Mr. Milton Reiterman, Chief Labor Negotiator, addressed the Executive Director and Commissioners stating for the record, that this is not a forum for negotiations, and he referred to the telephone call he received from Ms. Kealy yesterday requesting the President of Local 400 be in attendance. Mr. Reiterman assured her that the President would be welcomed and permitted to attend and do not raise one single other question.

Commissioner San Jule stated she hears tremendous concern from tenants. Mrs. Wallace, and the Commissioners about the cuts. The Commission share those concerns, however, there was no choice except to approve this present budget. She stated, some of the efforts today that are being made on this matter should be directed to the Reagan Administration. That is where the political effort may do some good. The Commission has no choice at this time. Mr. Williams has stated that next year will probably be worse and from what she hears, it seems tobe the case. She suggested that we all get together and try to make the political cause heard in Washington in whatever way that it can be done, whether its working through our Congressman, Senators of whoever is representing us.

Mrs. Wallace stated she agrees with Commissioner San Jule in terms of political clout, but this is a difficult time right now. She requested some of the Commissioners deal with that issue outside of going to Sacramento. She reiterated her concerns regarding only two (2) female laborers being employed with the Authority and it has now been cut to only one (1) female on the labor force.

Commissioner San Jule stated this effort should be a joint effort and it would be much more effective and much more powerful.

President Cook stated that noone here wants to vote Aye on this budget and it has been a very difficult task for staff to come up with a last resort budget, and it was fair and well thought out, and its done within accordance with every labor contract that has been voted on. Noone of us want any lay-offs and all on the Commission is pleased with the progress the Housing Authoirty has made over the last few years. It is disappointing to all of us that at this point we have to lay people off, because its going to be all the more difficult for the continued reforms this Commission has voted in the last couple of years. He suggested in the future the Authority will have to liik at more ingenious methods of raising money and spending money than any Housing Authority ever has in the past. We will have to look at Co-Op conversion and tenant management, setting up non profit corporations around buildings and letting outside management takeover. The Authority has to start looking at the most cost efficient methods and make some hard decisions in the future for all of us under the direction of this Housing Authority, so we can maintain the 7,000 units of low to moderate income that this Authority provides. All of us are committed to doing that by having safe and descent housing. President Cook stated that it will be a difficult road ahead because of these budget cuts.

Mr. Lenney Herrmann, Department of Social Services, addressed the Commission stating this is a hard budget but every department in the city is facing these problems. He asked Mr. Williams if the deficit of 3.5 million dollars were caused by rents uncollected?

Mr. Williams answered the rent collection has not made that much of an impact on this budtet. The Authoirty is averaging on a monthly basis, the amount of rents charged from rent collection, approximately 96.5% so the anticipated rents does not have a measurable impact on this budget.

Mr. Herrmann stated there are a lot of people having ligitimate reasons for not paying hteir rents and this is just part of the problem. He asked for the Commission to take a real good look at the way the units are rented and the service of the maintenance of these units and to make some real serious changes regarding this problem.

President Cook stated that there is a motion on he floor the motion has seconded and he asked for votes regarding this budget. The budget was UNANIMOUSLY ADOPTED.

Cassandra Allen addressed the Commission stating she paid the Housing Authority $199.00 in January, 1981 for back rents. She explained that she had been evicted from her previously house and she has no place to live with her children. She stated one of the staff persons in the Rental Department was very rude to her and she still has no place to stay. She stated she was told she would have a unit in 30 to 60 days after paying her back payments with the Housing Authority. She said the Housing Authority told her she was number 630 on the list. She applied in January 1981 on an emergency basis.

Counsel Connie Perry answered Ms. Adams, stating she would look into the matter and stated that when a tenant pays their delinquent balance that just puts their name on the list and it does not entitled you to an available unit.

Commissioner Westbrook asked Ms. Adams the name of the staff person that was rude to her. Ms. Adams answered Ms. Collins. Commissioner Westbrook stated she has been very concerned about attitudes of the staffs dealing with tenants.

Commissioner Westbrook stated this is the first time she has received a name of a Housing Authority staff for being rude to tenants and this persons name will be turned over to Legal Counsel, Connie Perry.

President Cook adjourned the Commission meeting at 11:40 a.m. being no further business to discuss.

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

April 6, 1981

PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, April 9, 1981, at 10:00 a.m., at 440 Turk Street, San Francisco, California.

Carl L. Williams
Secretary?Executive Director

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AGENDA
* * * * * * *

Regular Meeting Held:
April 9, 1981

440 Turk Street
San Francisco, California

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1. ROLL CALL:
   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. ARPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Approving the Contract Between San Francisco Housing Authority and Telegraph Hill Neighborhood Center

   (b) Resolution - Authorizing Award of Contract for Fabrication and Installation of Fire Escape Door Screens in Yerba Buena Plaza Cal 1-18 (2)

12. ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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4/9/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, April 9, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, April 9, 1981, at 10:00 a.m..

1. ROLL CALL

Meeting was called to order by President Cook at 10:02 a.m..

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

2. VISITORS:

Mary Wolridge, PHTA - Alice Griffith
Christine Neal, PHTA
Marsha Redus, PHCIA & PHTA
Bobbie Sanders, PHTA
George Lee, Ping Yuen

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3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda with a second motion by Commissioner Brooks. UNANIMOUSLY APPROVED

4. APPROVAL OF MINUTES:

Commissioner Chuck moved for approval of the agenda with a second motion by Commissioner Brooks. UNANIMOUSLY APPORVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams informed the Commission that under New Business, the Deputy Executive Director, Barney Deasy, would report on the boiler situation.

Mr. Williams stated he is in receipt of a copy of Mayor Feinstein's letter to Congressman Jim Jones regarding the impact of President Reagan's proposed budget on San Francisco. The Commissioners were provided a copy of the letter.

6. REPORT OF SECRETARY:

Mr. Williams reported on his memorandum to the Commissioners regarding the status report on Fire Code violations stating this memorandum was forwarded to the Commissioners.

Mr. Williams stated that the Commission had requested a report of the boilers roofing repairs and indicated that Mr. Barney Deasy is present to give that report.

Mr. Deasy reported that a contract is underway to survey the conditions of the boilers and a crew is currently working in Potrero Hill and Alice Griffith is the next area to be surveyed.

Mr. Deasy reported that the roof repair requires that design specifications be prepared and that process is now underway.

Mr. Deasy stated that at the present all of the boilers are functioning properly.

President Cook thanked Mr. Deasy for the report on the boilers and roof repairs.

8. REPORT OF COUNSEL:

Counsel Connie Perry reported on the following legal actions for the month of March, 1981.

Complaints filed	-	116
Judgments filed	-	54
Writs filed	-	17
Evictions	-	7

Counsel Perry reported that twenty-two (22) evictions were scheduled for the month of March, 1981. Five (5) tenants paid prior to eviction date, four (4) moved out without notice, four (4) tenants filed a stay of execution, two (2) filed a claim of Possession and seven (7) were actually evicted by the sheriff.

She reported two (2) employment disputes were dismissed with prejudice in February; two (2) cases are in the court of appeals; one (1) case is awaiting oral arguments; one (1) brief is due in March 20, 1981; one (1) case in superior court awaiting trial date; one (1) case tried February 23, 1981 awaiting decision; one (1) case awaiting setting for abritration.

Two (2) cases involving breach of construction contract both cases are awaiting trial date.

One (1) class action suit; discovery stage

One (1) maintenance suit; demurrer to complaint sustained

One (1) suit involving wrongful exercise of eminent domain power.

There are a number of insurance claims pending; all of them are being handled by the insurance company.

9. TENANT REPRESENTATIVE REPORT:

Mrs. Cleo Wallace, President of PHTA, addressed the Commission requesting their support for the Summer Food Program, her request was for the use of the same facilities of the previous year. She also rquested the use of 1815 Egbert Street for the purpose of preparing foods to the various sites in a year around program.

Mrs. Wallace mentioned the election of officers for the Public Housing Tenant Associations. She stated there has been a number of changes made regarding eligible voters. She stated the outcoming of the election will be shared with the Commission.

Mrs. Wallace referred to Barney Deasy's report on the condition of the boilers and noted that Plaza, 1250 Eddy Street, had no heat or hot water over the weekend. The Tenants tried to contact the maintenance department and the police department but was unable to contact either departments.

Mrs. Wallace then commented that the tenants from the Pink Place had requested of her to address the Commission on the possibility of the Pink Palace being converted to a Co-Op or Condo with the managing of the units being Tenant Managers. Mrs. Wallace indicated that there are various groups feeding these ideas to the tenants.

Commissioner Westbrook asked Barney Deasy to check on the lack of response to the tenants from Plaza, 1250 Eddy Street, regarding the hot water and heat situation.

Mr. Barney Deasy replied to Commissioner Westbrook that he did not intend to imply that in his report the boilers in Plaza did not have problems. He also stated that he was unaware of the problem over the weekend. He indicated that Mr. John Evans and Al Stagnaro from the Maintenance Department are on call for such emergencies.

Commissioner Brooks asked if someone was sent out to check the boiler at 1250 Eddy Street?

Mrs. Wallace answered noone came out.

Commissioner Westbrook asked Mrs. Wallace to briefly explain the Food Program.

Mrs. Wallace stated the Food Program will be conducted in fifteen (15) sites in the city and PHTA would like this program on a year around basis this program will create jobs and serve hot food to low income children. She stated Egbert Street would serve as the catering facility if they are allowed to use it.

President Cook asked Mrs. Wallace if the Commission could hold the next regular Commission Meeting at 1111 Buchanan Street. Mrs. Wallace agreed.

Commissioner Westbrook referred to the letter to Mr. Jones from the Mayor stating this is serious because it's a loss of revenues for the Housing Authority. She suggested the Commissioners to make some decisions and not just through staffs recommendations. The Authority just lost a number of employees in a lay-off and now the Authority will possibly lose units. Commissioner Westbrook stated that the welfare roll will affect the Housing Authority. She suggested the tenants become closer together and expressed this was her concern.

Commissioner Westbrook stated that we all need to sit down and talk with the Mayor regarding this upcoming situation.

Commissioner San Jule agreed with Commissioner Westbrook and Mr. Williams that Reagan's budget would have a large affect on the Housing Authority. She referred to a news article in the San Francisco Progress entitled 'Welfare cuts called disaster' and read the article aloud to the Commissioners and audience. She stated it was important to put our heads together and suggested that a Committee be formed to examine the Welfare cuts.

Commissioner Fussell commented that the budget was not approved and we don't know what problems will occur until the budget is implemented. He requested Mr. Deasy to look into this.

Mr. Williams stated that time is of the essence and indicated that the House Budget Committee started hearings today, and there is not enough time. He urged the Commission to prepare a letter or resolution to the Jones Committee while the committee was deliberating on the budget.

Commissioner Brooks stated she has not seen any input from the AFDC mothers and noted that the senior groups are actively lobbying.

Mrs. Wallace stated the AFDC mothers are protesting, perhaps not loud enough but they are protesting. She stated that there will be a rally tommorrow and another rally is scheduled April 22nd at the Golden Gate Park.

Commissioner Fussell stated the first budget is in May and the second budget is in September and if the Authority waited they would have specific details regarding the budget to address.

Commissioner Westbrook stated her concern that staff of the Housing Authority should be able to provide data as to the impact of the of the Reagan budget.

Commissioner Westbrook asked Mr. Williams and Mr. Daisy to look into the feasibility of Resident Managers because such a person could be contacted when repairs are needed, for example, the situation over the weekend at Plaza when noone from the Housing Authority could be contacted, a Resident Manager could live in the project and be available for such emergencies. A Resident Manager is the most profitable and feasible solution for improvements in public housing.

Commissioner San Jule referred the matter to the Site & Design Committee for on site managers. The Commission UNANIMOUSLY AGREED.

Mr. Lee, President of Ping Yuen, addressed the Commission and asked if the elevators will be shut down for four (4) weeks starting April 15, 1981, for the repairs of the elevators. He stated there was a robbery in the stairway ten (10) days ago and he requested extra police patrol while the elevators were being prepared for four (4) weeks.

Mr. Williams replied it takes four (4) weeks to repair the elevators and there is no way that an extra police patrol can be placed in Ping Yuen. He suggested perhaps of oncreasing the Housing Authority Police Patrol around the crucial hours of the day and evening.

Commissioner Westbrook stated she will not move on the issue of extra patrol for Ping Yuen because we can't pull SFHA Policeman from one project area to place an extra patrol at another site. She indicated if the Authority can't do for all the projects then the Authority should not do for one (1) project area. She stated what is needed is closer relations of tenants helping one another.

Mr. Williams stated the SFHA Police will try to make arrangements so the surveillance will be at those crucial hours of the day at Ping Yuen.

Commissioner Westbrook stated if the tenants have the cooperation of the other tenants/residents, they can watch and help each other or send a memorandum to the residents regarding cooperation of each person using the stairways.

Commissioner Fussell suggested that Ping Yuen work with Troy Dangerfield, Commander of the SFHA Police, regarding safety assistance for the residents of Ping Yuen.

Mr. Lee stated he didn't ask for police protection just cooperation with the Police Department.

10. NEW BUSINESS:

(a) RESOLUTION - Approving the Contract Between San Francisco Housing Authority and Telegraph Hill Neighborhood Center

RESOLUTION 2379

RESOLUTION APPROVING CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE TELEGRAPH HILL NEIGHBORHOOD CENTER

* *

RESOLUTION NO. 2379

RESOLUTION APPROVING CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE TELEGRAPH HILL NEIGHBORHOOD CENTER

* *

WHEREAS, the U. S. Department of Housing and Uban Development has awarded the San Francisco Housing Authority a contract to implement the Urban Initiatives Anti-Crime Program (hereinafter referred to as "UIACP"), at the North Beach Project; and

WHEREAS, the San Francisco Housing Authority, in conjunction with the North Beach Project Tenants Association desires to contract the services of the Telegraph Hill Neighborhood Center to perform the work program as outlined in the approved application, which is an addendum to the proposed Contract attached hereto; and

WHEREAS, it is the purpose of this Contract awarded to the Telegraph Hill Neighborhood Center to implement the UIACP in a diligent and expeditious manner for the purpose of crime prevention and the reduction of incidences of other crime-related problems;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The San Francisco Housing Authority hereby supports the North Beach Public Housing Project Anti-Crime Program;

2. The Commission hereby awards the Contract to the Telegraph Hill Neighborhood Center at a cost not to exceed $200,000;

3. The Executive Director be and is hereby authorized to execute this Contract;

4. The Director of Finance be authorized to do all things necessary in certifying funds not to exceed the grant amount of $200,000;

5. This Resolution take effect immediately.

APPROVED AS TO FORM:

Connie M Perry
CONNIE PERRY
LEGAL COUNSEL

Dated April 6, 1981

Mr. Williams reminded the Commission that they approved the Urban Initiatives Anti-Crime Program for the North Beach Project sometime ago. The award of the Co-operative Agreement establishes the implementation of the program and allows the Authority to initiate sub-contract with the Telegraph Hill Neighborhood Center. He stated the North Beach Tenants Association along with Will Battle, Anti-Crime Oversight Team have unanimously chosen Telegraph Hill Neighborhood Center to administer the employment component of this program.

Mr. Will Battle replied to the Commission stating that the monies funding this program is from the Department of Labor.

Commissioner Westbrook asked in regards to the contract in North Beach, what will they do?

Mr. Battle stated it's a form of maintenance, giving employment to Juvenile Delinquents in the North Beach Project.

President Cook asked if 100% of the hiring will be within the North Beach Projects for those residents.

Mr. Battle stated that 65% of the hirees will be youths, tenants and individuals working with the Project Director and Telegraph Hill.

President Cook asked what the ratios were regarding the Training Counselors; Administration; etc..

Mr. Battle answered the ratios are 65% for youth employment, 25% for supervisory/training, and 10% for administration.

Mr. Jim Augustino, Director of Telegraph Hill Neighborhood Center, stated the number of people todate are thirty three (33) out of thirty-five (35) who will be in the Apprenticeship Program. The majority of the money goes to the North Beach Tenants.

He stated the scheduled work performances will be the stairwells, walkways, etc. and there will be three (3) crews responsible for the work. Playground equipments and other Housing Authority equipment will be used in the apprenticeship program. They will work on the debris, graffiti and trash in the North Beach Project. The apprenticeship foundation work with the project youth will be 20% of the program in classroom training.

Commissioner Westbrook asked regarding the training in taking government money without seeing where we are interms of getting the program done.

Mr. Augustino answered we are, in the terms of dollar value.

Commissioner San Jule asked if job training is in this program and how much opportunity is development for this job training? She also asked if the merchants were participating in the job training.

Mr. Augustino stated this is an apprentice program and there is 20% classroom training. He indicated that the Fisherman Wharf Merchants Association are participating in the program.

Mrs. Wallace stated she has several concerns regarding the hiring in North Beach and referred to the package stating that the Telegraph Hill Neighborhood Center has the sole authority in the hiring and asked for the personnel policy.

Mr. Augustine stated they are the contracting agency.

Mr. Williams stated that the personnel policy is in the package.

Mr. Battle stated at the last Oversite Team Meeting, he reviewed the application, standard employee application, selection process for TTNC with Mr. Dick Kocritz and concluded that the sub-contractor has the right of selecting, but the Oversite Team still has the right of refusal.

Mrs. Wallace stated she still has concerns.

Commissioner Westbrook asked Mr. Williams to review that sub-contract and that they should have the Housing Authority Guidelines and Federal Guidelines. Commissioner Westbrook commented that all minorities in the North Beach area should take advantage of this program and it should not be limited to one (1) particular minority group.

Mr. Augustino stated that the job descriptions went out to all the residents by mail, were bi-lingual in language, and he indicated he will do another mailing announcement before the deadline.

Commissioner Chuck asked for a progress report one-third (1/3) of the way regarding employment program.

Commissioner Chuck moved to adopt the resolution and Commissioner Brooks seconded the motion. UNANIMOUSLY APPROVED

(b) RESOLUTION - Authorization of Award of Contract - Yerba Buena Plaza Cal 1-18 (2)

RESOLUTION 2380

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FABRICATION AND INSTALLATION OF FIRE ESCAPE DOOR SCREENS IN YERBA BUENA PLAZA PROJECT CAL 1-18 (2)

* *

RESOLUTION NO. 2380

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FABRICATION AND INSTALLATION OF FIRE ESCAPE DOOR SCREENS IN YERBA BUENA PLAZA - PROJECT CAL 1-18(2)

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on January 29 and 30, 1981, this Authority advertised for bids for fabrication and installation of fire escape door screens in Yerba Buena Plaza, Project CAL 1-18(2); and

WHEREAS, on March 3, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Sutter California Corp.	$115,385.00
2.	Crown Iron Works	$159,046.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Sutter California Corp. in the amount of $115,385.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Sutter California Corp. on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date 4/2/81

Mr. Williams stated in reference to this resolution that the 1978 Community Development Program provides funds for the installation of fire escape door screens at the Yerba Buena Plaza Project. The delays and problems with the Community Development Program have been resolved and staff have received, reviewed and analyzed the bids and recommends the Commissions authorization to award this contract.

Commissioner Westbrook moved for adoption of this resolution with a second motion by Commissioner Brooks. UNANIMOUSLY APPROVED.

(c) RESOLUTION - Establishing Policy For Expeditious Eviction From San Francisco Public Housing

RESOLUTION 2381

RESOLUTION ESTABLISHING POLICY THAT VANDALISM, SUB-LEASING AND UNAUTHORIZED OCCUPANCY SHALL BE GROUNDS FOR EXPEDITIOUS EVICTION FROM SAN FRANCISCO PUBLIC HOUSING

* *

RESOLUTION NO. 2381

RESOLUTION ESTABLISHING POLICY THAT VANDALISM, SUB-LEASING AND UNAUTHORIZED OCCUPANCY SHALL BE GROUNDS FOR EXPEDITIOUS EVICTION FROM SAN FRANCISCO PUBLIC HOUSING

* *

WHEREAS, there has been an increase in the incidence of vandalism and theft of fire safety equipment, sub-leasing and unauthorized occupancy in certain projects in San Francisco public housing; and

WHEREAS, such acts constitute a threat to the safety, welfare and comfort of residents in public housing and;

WHEREAS, the Executive Director of the San Francisco Housing Authority has reviewed the legal requirements that must be satisfied for remedial actions against these intolerable activities;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. Acts of vandalism and thefts of fire safety equipment in public housing are unconscionable acts and will not be tolerated;

2. That sub-leasing will not be tolerated;

3. All unauthorized occupants (i.e. "squatters") in public housing be cited for trespassing, arrested where appropriate and physically removed from the premises.

4. The Executive Director undertake all legally expeditious measures to evict persons in public housing who commit these acts.

5. All residents of San Francisco public housing be provided a copy of this resolution and that it be posted in conspicuous locations in all project area offices.

6. This Resolution take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry
Legal Counsel

DATED 4/8/81

Mr. Williams referred to the Commissioners being in receipt of the letter from Mayor Feinstein dated March 31, 1981 regarding the vandalism etc.. He stated since the legal review with Counsel, the Authority has established a policy allowing the Authority to expedite the evictions. Mr. Williams outlined the letter he sent to the Commissioners regarding (1) vandalism and thefts of fire safety equipment; (2) sub-leasing; and (3) so-called "squatters".

The Commissioners held discussions regarding Sub-Leasing of units and raised various questions in regards to who is considered a sub-lessee. It was determined in those discussions that sub-lessees are persons who sub-lease from the legal tenant and are not children (relatives), and those persons names appear on the Lease Agreement.

Commissioner San Jule moved to adopt this resolution with a second motion by Commissioner Fussell. UNANIMOUSLY APPROVED.

Mr. Barney Deasy addressed theCommission regarding the request by the developers of the Wharfside Project that the Housing Authority Commission authorize the Authority to execute the necessary documents to administer the Section 8 Housing Assistance Payment for that project.

Mr. Deasy explained that this project was originally considered by the Authority's Development Corporation for financing under the Section 11(b) bond program but for technical reasons it couldn't be done.

He stated that the Authority would receive a fee for administering the Section 8 Housing Assistance Program and that the Commission must authorize this action before the Wharfside loan can be closed.

Commissioner Westbrook commented on the area where the units will be leased and stated she has problems with intergration, and if these units are not intergrated she will not authorize this action.

Mr. Deasy responded that the Housing Authority's position is limited to the administration of the Section 8 contract.

Mr. Williams stated that this project was brought before the Development Corporation for Section 11(b) bond financing.

Commissioner San Jule stated she would be pleased to see those units available for low income families.

President Cook stated that this project will not be owned, maintained or managed by the Housing Authority. The Authority's involvement would be very limited. He stated that this project has received strong support throughout the City and urges the Commission to authorize the Authority's administration of the Section 8 contract.

Mr. Deasy explained to the Commission that the Contract and the Resolution was just received today and he asked the approval of the Commission to authorize this contract and stated the contract will be available to the Commission before the next Commission Meeting.

Commission Westbrook made a motion that only with the advise and recommendation of Legal Counsel, as to the legality of all the documents would she approve this action. The motion was seconded by Commissioner San Jule. The motion was UNANIMOUSLY APPROVED.

12. ADJOURNMENT:

There being no further business to discuss the meeting was adjourned at 11:45 a.m..

_____
CHAIRPERSON

_____
Carl L. Williams
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

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James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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4/22/81

April 16, 1981

PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, April 23, 1981, at 10:00 a.m., at the Public Housing Tenants Association, 1111 Buchanan Street, San Francisco, California.

Carl L. Williams
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 23; 1981, 10:00 a.m. AT 1111 BUCHANAN STREET, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Status of Rehousing Program in Hunters Point - Mr. Jim Williams, Rehousing Supervision

   (b) Status of Rehabilitation Program in Hunters Point - Mr. Wil Ussery, Director of Program Development

   (c) Resolution - Approving Sites for Development of Family Housing in San Francisco. Cal 1-40

   (d) Resolution - Approving a Development Program for Low-Rent Public Housing Projects for Families on Various Sites in San Francisco. Cal 1-40

12. ADJOURNMENT:

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SAN FRANCISCO HOUSING AUTHORITY

April 23, 1981

The minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

May 14, 1981

The agenda for this meeting is missing

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5/14/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, May 14, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, May 14, 1981.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

A Quorum was present.

2. VISITORS:

Mary Wolridge, PHTA - Alice Griffith
Christine Neal, PHTA
Leah Stewart
Bobbie Sanders, PHTA
Marsha Redus, PHCIA - PHTA

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the Agenda with a second motion by Commissioner Chuck. The Agenda was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the Minutes with a second motion by Commissioner Westbrook. The minutes of April 23, 1981 was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams, Executive Director, formally introduced into the records of this preceeding a letter addressed to the Commission and a copy to him from Mayor Feinstein, dated May 12, 1981 regarding items (c) and (d) under 'New Business' today. He indicated that a copy was delivered to each member of the Commission and if the Commissioners do not have their copies with them, additional copies will be provided because these items will be discussed today.

6. REPORT OF SECRETARY:

The Secretary/Executive Director, Mr. Williams reported on a letter the Housing Authority received from the San Francisco SPCA regarding their request that the Housing Authority conduct a pilot program. He stated the Commissioners have been provided copies of the proposed pilot study and he has recommended that the Site & Design Committee hold a meeting on this pilot study. He stressed moving with speed in setting up a Committee meeting so this matter can be heard and a decision made in regards to the pilot study. The SPCA is currently active and they are encouraging people to write or call and support the proposed pilot study.

Commissioner Fussell informed the Commission of the news story on KCBS indicating that the pilot program was currently underway.

Mr. Williams responded that he had heard various accounts of that story and stated that he had been contacted by several media people asking whether or not the program was underway. He told them the program was not underway and that the program is a recommended study that the San Francisco SPCA had forwarded to the SFHA Commission. He stated he informed the news media and others that the Site and Design Committee of the SFHA would be holding a meeting on this issue but the meeting had not been scheduled.

President Cook suggested the Site and Design Committee meet in a couple of weeks to discuss the pilot program.

7. COMMITTEE REPORTS:

Commissioner Fussell reported on the Finance Committee meeting held on May 11, 1981 and all committee members were present. The three (3) resolutions discussed are times (e), (f), and (g) under 'New Business' on today's agenda. The recommendation of the Finance Committee is to approve the items and each will be discussed as they are addressed. He referred to the Finance Report stating that the facts are currently showing a deficit in an operating point of view of $1,300,000.00. With timely corrective action taken, it appears the Authority will hopefully end the fiscal year in a balanced state. He stressed this work should be noted and extended congratulations to the staff for doing a very difficult job in meeting the deficit. He indicated that next years funding will be 85½% and that will leave the Authority with a 1.7 million dollar deficit for next year and this is a major task before the Authority.

Commissioner Chuck motioned to accept the Finance Report and Commissioner San Jule seconded the motion. The acceptance of the Finance Committee Report was UNANIMOUSLY ACCEPTED.

Commissioner San Jule reported on the Site and Design Committee meeting held May 7, 1981 regarding items (c) and (d) under 'New Business' under today's Agenda. She indicated she would give the reports at the time the items are introduced.

8. REPORT OF COUNSEL:

Legal Counsel, Connie Perry reported on the following legal actions for the month of April, 1981.

Unlawful Detainer Complaints filed	- 39
Judgments Received	- 27
Writs of Possession filed	- 41
Evictions	- 11

8. REPORT OF COUNSEL: continued

Counsel Perry reported during the month of April, the Authority intensified their efforts to identify the people causing destruction of premises and/or sub-leasing their premises and stated the Commissioners request for notices to be sent out to those persons is in process. She stated that at the next meeting whe will provide the Commission with a report on those persons being evicted.

President Cook asked Counsel to provide the Commission at the next meeting with a very clear and concise interpretation of the meaning of Unlawful Detainer, Judgment, and Writ of Possession, so the Commission can understand what those terminology mean.

9. TENANT REPRESENTATIVE REPORT:

Cleo Wallace, President of Public Housing Tenant Association, addressed the Commission with the following concerns;

1. A Domestic Violence Work Shop will be held in conjunction with the San Francisco Housing Authority, Human Health & Welfare, PHTA and the Lawyers Committee, the work shop will be held June 25, 1981 at the California Hall. Henry Dishroom, sent a letter to Housing asking that a work shop be held within Region 9 of California and other states. The program for the workshop is being put together by Jim Williams; SHFA, Lillie Zimmerman; HUD, Rose Hamerton, Cleo Wallace; PHTA and a number of others have helped in putting the workshop together. PHTA requested the SFHA Commission to support this domestic violence workshop because it comes through the Housing Authority and the Commission would be a part of the work shop. There is no funding through HUD or the Housing Authority but the program is still being put together. PHTA requested the SFHA Commission to support this domestic violence workshop because it comes through the Housing Authority and the Commission would be a part of the work shop. There is no funding through HUD or the Housing Authority but the program is still being put together. Further information will be provided, HUD and other groups are preparing a mailing list in order to reach a broad base of people.

2. Alice Griffith area; the three (3) story buildings regarding the multipurpose center. SFHA has made an application for a proposed childcare center go in the Alice Griffith site, the department that sent out the RFP's didn't forward the information to PHTA and meeting with persons on the Food Program PHTA was informed that they had a right to a hearing and that meeting was held with Kay who admitted that they were wrong. There is work being generated in Sacramento in order to find funds to deal with the area in Alice Griffith. The architect plans have been drawn up to cover a multipurpose center.

3. Summer Feeding Program consisting of 17 sites will begin on June 15, 1981 in every family project thorughout the city.

Commissioner Fussell asked about the funding for the summer food program.

Mrs. Wallace replied PHTA has a contract with USDA and money is available and the advance will come on June 1, 1981. She commented that the summer food program will be serving snacks this year.

Mr. Williams stated that San Francisco Housing Authority staff has been working with Mrs. Wallace on all three (3) of the matters reported and are supportive of the programs.

10. UNFINISHED BUSINESS:

Commissioner Fussell referred to last Commission meeting requesting a comprehensive boiler report and he referred to a conversation with Mr. Barney Deasy this morning and asked Mr. Deasy to bring the commission up to date regarding this matter.

10. UNFINISHED BUSINESS: continued

Mr. Deasy stated the report on the boilers will be a simplified form together with maps which indicated the location of each boiler, what project it's in and based on recent inspection of the boilers currently being done can give an idea as to what the problems are now. The contractors are proceeding through each project to inspect and prepare a condition report on each boiler and that process is about 20% completed at this date. There are individual reports on each boiler with recommendations for actions to be taken to correct or to replace or repair each boiler, the report is not finished today but it should be completed by the next commission meeting.

Commissioner Fussell asked if the boilers can be repaired?

Mr. Deasy answered the boilers so far involve some minor and major repairs; one (1) or two (2) boilers have been recommended for complete replacement. Funds have been set aside i.e Potrero Hill and North Beach, for replacement and to do whatever needs to be done.

Commissioner Westbrook asked who does the actual work in finding out what is wrong with the boilers?

Mr. Deasy answered that work is being done under contract with two (2) boiler companies, who are inspecting the boilers, cleaning the boilers, and reporting on the condition of the boilers with recommendations on what needs to be done.

Commissioner Westbrook asked if the contractors have a time limit to complete the boiler inspections? She asked just what does he do, does he work full-time under contract for the Housing Authority.

Mr. Deasy responded that there are two (2) contractors involved, one has a crew on full-time and they are moving into each project. The other contractor has not followed that rigorous of a schedule and staff is considering eliminating him from the work all together because they have not kept up with their schedule.

Commissioner Westbrook referred to a statement by the Mayor regarding money being approved to repair the elevators and the Mayor receiving word that the elevators were not repaired.

Mr. Williams stated that the Mayor made reference to the number of elevators that have been breaking down in the Plaza Area and staff has given the Mayor a report with a copy forwarded to the Commissioners regarding the status of the elevators in the Plaza Area and this was a follow-up of her recent tour. Mr. Williams explained that because of the age and the vandalism that has taken place, there need to be some major work done to repair those elevators and in the Comprehensive Modernization Program Application that staff is working on now, staff will be addressing the problems in repairing those elevators. The funds have been made available by HUD and the funds do not appear to be in jeopardy in respect to the recent cut-backs. A package is being prepared for review by the Commissioners before it is sent to HUD.

Commissioner Westbrook stated that she heard that someone got hurt on the elevators and asked if the Housing Authority is going to wait until someone gets killed, she stressed when is the Housing Authority going to complete one project? She referred to the various reports given on the boilers and nothing being accomplished she stated she is tired of hearing the same thing every commission meeting regarding the problems being worked on but nothing being done.

Commissioner Westbrook stressed the boilers have to be fixed, the elevators have to be fixed because it does not make any sense to keep coming to the Commission Meeting twice a month to hear the same thing on the Agenda about the problems with the boilers and the elevators with nothing being done about it. She stated that she is tired of the elevators and the boilers.

Commissioner Fussell stated in response to Commissioner Westbrooks comments he agreed and stated that the problem with the Housing Authority to his knowledge is that staff has been a crisis management situation. There has been little ability to repsond in an organized way and he stated that this is now underway. He referred to his conversation with Mr. Deasy stating the boiler problem is under control in terms of what the Authority is doing and what is going to be done and that it's preceeding in a logical order. He stated if the money is available he does not understand why the elevators have not been repaired and reiterated that the Housing Authority is making progress.

Mrs. Cleo Wallace apprised the Commission of a robbery that occurred at PHTA's office approximately two (2) weeks ago and the persons were caught in the act. She said that since the robbery PHTA has been working with the Park and Recreation Department regarding the burglar alarm system that is now in place and she indicated that the cost of the burglar system will be reflected in their budget. The persons committing the robbery were not tenants of public housing.

Mrs. Wallace informed the Commission that she, Commander Dangerfield, Ms. Wolridge, Mrs. Sanders and the Podiatry Clinic have been meeting regarding security and the crime situation. She stated the Podiatry Clinic is giving the Housing Authority one (1) washer and one (1) dryer for the Plaza West area. She said that their upcoming meetings will be with Kaiser, Sears, Mt. Zion and other areas within that high crime area. Mrs. Wallace stated that Herb Lee, PAL, is also joining as a part of the committee. She then referred to crime articles in the newspapers indicating every crime committed in every area is called public housing; i.e. Friendship Village etc, these developments are not public housing.

Mrs. Wallace referred to the Condo and Co-Op situation and said that outside people are misleading some of the tenants. She suggested that the Site & Design Committee meet to discuss this matter.

President Cook stated that the Commission has had limited discussions regarding Tenant Management and Co-Ops but no discussion was ever held about "Condos" in public housing. He stated this Commission has never mentioned the word condominium in discussions with tenants.

Mrs. Cleo Wallace clarified that tenants are being pushed with the idea about Codos by outsiders not by the Housing Authority. She explained she is informing the Commission of the current situation because it may cause problems later.

Commissioner San Jule responded that this is a matter she brought up and explored with the tenants and she requested that a meeting be scheduled because at this point it is not known whether this could be positive results or negative results. She suggested that staff study this program and find out where in the country it has been successful or unsuccessful and what HUD can do to promote a program of this kind. She reiterated that a meeting is needed to develop some ideas regarding this kind of program.

Commissioner Westbrook stated that Commissioner San Jule has tried to meet with the tenants and tenants take matters in their own hands and try to meet with people who have other organizations. She stated this is a serious problem with the outside people in other organizations who want to take over public housing. These outsiders are going out meeting with other organizations and these organizations are going down to HUD and using Housing Authority's name.

Commissioner San Jule stated that she has never been in touch with any of those groups are condemned or converted over to Condominiums, and expressed that this was her reason for addressing this concern to the Commission.

President Cook reiterated that there has never been a meeting by this Commission any other body from the Housing Authority on developing Co-Ops or selling any of Housing Authority's units or increasing or decreasing the number of units or Tenant Management of Condemnation or selling public housing at market rates.

Vice-President Brooks suggested to Mrs. Wallace after the Commission Meeting to advise President Cook as to what is going on regarding the various organizations meeting with tenants on the matter of Co-ops and Condominiums.

Commissioner San Jule suggested that a Site & Design Committee be scheduled for next week and the Commissioners get together a day before the meeting.

Mr. Williams stated he prepared a report to the Mayor and copies were sent to all Commissioners regarding a range of issues that should be dealt with in terms of public housing in San Francisco inlight of the cut-backs. One of the things recommended in the report was that a task force be set up to review the whole matter of Condominiums, Co-Ops and Tenant Management. There will be communication coming to PHTA requesting that PHTA appoint some members to serve on that task force, also a letter will be coming to the Commission requesting that they appoint two (2) members to serve on the task force. The Mayor, inresponse to Mr. Williams report, asked that he go ahead and set up a task force so that the matters can be reviewed. The task force approach will serve the purpose of at least exploring in an objective fashion and everyone can put their "cards on the table" so there won't be any of these clandestine meetings taking place. Hopefully, the task force will provide a report that will lay to rest once and for all the question of the feasibility of converting public housing into condominiums co-operatives.

Mr. Williams stated that a lot of people are talking about this matter and he admitted that they do not really know what a conversion of public housing entails. He stated this is a complicated proposition and this may not be feasible and if its not feasible the Task Force should report that and once reported this matter can be a laid to rest. He stated letters will be coming to the President of this Commission and other Commissioners requesting that at least two (2) members of this Commission serve on the Task Force, two (2) members of PHTA, two (2) representatives from the private sector, and a person from the Mayors office of Community Development to serve on the Task Force and they will go into this whole issue.

Commissioner San Jule suggested that someone from HUD be part of the Task Force.

Mr. Williams responded that is a possibility because there should be input from HUD.

Commissioner Westbrook asked about the outcome of Harkness Hospital because there is a lot of reported crime in that building. She stated that residents in that area have heard that the Housing Authority have taken over Harkness Hospital, and young girls are being lured into that building and being raped. She stated residents have been calling her and she has been directing those calls to the Executive Director, Carl Williams. Commissioner Westbrook suggested a media release stating the Housing Authority is not involved in the Harkness Hospital Development.

Mr. Williams answered that the Corporation was set-up to issue 11-B Bonds is still in tact and the Hospital is not owned or operated by the Housing Authority, but staff is working through that corporation to get financing so the building can get rehabilitated and put to use as senior citizens housing. He expressed mentioning to a number of people that the Housing Authority is not involved in the operation and management of Harkness Hospital.

11. NEW BUSINESS:

Mr. Williams stated that staff felt that it would be appropriate since it has been several months since the Authority had the opening of the housing in Hunters Point that the Commission hear from the staff as to where we are in that program because it is one that we all should be proud of and there is alot of activity going on out there.

Mr. Williams introduced Mr. Jim Williams, Rehousing Supervisor, to give a report on the status and stated a summary report was forwarded to the Commissioner to accompany Mr. Jim Williams report.

THE HUNTERS POINT REHOUSING SUMMARY forwarded to the Commissioners is incorporated in full in the minutes of this meeting.

Mr. Williams introduced Mr. Wil Ussery, Director of Program Development, to give a report on the status of the San Francisco Housing Authority Modernization Program.

THE SAN FRANCISCO HOUSING AUTHORITY MODERNIZATION PROGRAM report is included and made a part of the Official Minutes.

Commissioner Westbrook asked Mr. Ussery how many vacancies are in the various vicinities and if this answer was not available now, she requested that the Commission be made aware. She stated she does not have any problems with evictions of tenants for vandalism to the units. She suggested raising the cleaning and security fee of the rentals and perhaps this may help stop the tearing up of the units. She stressed that there is tension building up in the young adults because of lack of jobs and she indicated she is glad to see them tearing up the project buildings instead of hurting and harming people, even if the Housing Authority has to go back and repair the damages.

Commissioner Westbrook asked Mr. Jim Williams to explain about the allotment given to displaced tenants. She stated she was very pleased with the work done in Hunters Point because it looks really good. She stressed that people moving into that vicinity should know that the Authority is not going to tolerate the children tearing up those houses nad if that does happen those responsible will be evicted. She stated that the Housing Atuhority is getting real tough in the latter part of 1981 and the Authority is not going to tolerate the units being torn up as fast as they can be repaired.

Mr. Wil Unssery answered Commissioner Westbrook's question stating there is a total of 891 units in the projects of which 369 has been accepted to date and by the end of the month the Authority will receive 530 of those 891 units.

President Cook introduced Resolutions (c) and (d):

RESOLUTION NO._____

RESOLUTION APPROVING SITES FOR DEVELOPMENT OF FAMILY HOUSING IN SAN FRANCISCO
CAL 1-40
* *

RESOLUTION NO._____

RESOLUTION APPROVING A DEVELOPMENT PROGRAM FOR LOW-RENT PUBLIC HOUSING PROJECTS FOR FAMILIES ON VARIOUS SITES IN SAN FRANCISCO
* *

Commissioner San Juel stated these matters were discussed at the last Site and Design Committee meeting, but inlight of the Mayor's letter the matter should be deferred. Commissioner San Jule read the last paragraph of the Mayor's letter:

"As you know I feel that the Authority is already burdened with the huge challenge of maintaining and upgrading present projects and really should not take on responsibility for more units. Whatever money can be scraped together, in my mind, should be spent on maintenance, and I urge the Commission to work with HUD, writing Secretary Pearce directly, if necessary, for clarification of policy about the transfer of acquisition funds to urgently needed maintenance and repair.

Commissioner San Jule stated that inlight of this letter from the Mayor that a motion should be entertained to table these resolutions until the Commission can explore whether the Authority can transfer funds.

Commissioner Chuck seconded the motion to table both resolutions, items (c) and (d) on the agenda. The motion to table both resolutions was voted on and UNANIMOUSLY APPROVED.

President introduced the following resolution on the agenda under 'New Business'.

RESOLUTION NO. 2382

RESOLUTION APPROVING AMENDMENT NO. 4 TO SECTION EIGHT (8) AFTERCARE ANNUAL CONTRIBUTIONS CONTRACT NO. HAP 623-A2-1
* *

RESOLUTION NO. 2382

RESOLUTION APPROVING AMENDMENT NO. 4 TO SECTION EIGHT AFTERCARE ANNUAL CONTRIBUTIONS CONTRACT NO. HAP 623-A2-1.

* *

WHEREAS, THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (hereinafter referred to as the "PHA") entered into a Section Eight Aftercare Annual Contributions Contract on March 1, 1978 (as Amended), with the State of California's Department of Housing and Community Development (hereinafter referred to as "GOVERNMENT"); and

WHEREAS, it is deemed advisable by the PHA and the GOVERNMENT to amend the Section Eight Aftercare Annual Contributions Contract in the particulars indicated in such Amendment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted;

2. The Executive Director is hereby authorized and directed to execute this Amendment on behalf of the PHA; and

3. This Resolution take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATED: April 28, 1981

Mr. Williams stated this is a technical matter which requires the amendment to the Annual Contribution Contract for the purpose of the Authority going forward with allocation of 110 units under the Section 8 Aftercare Program. The Aftercare Program is one designed to make the Section 8 housing certificates available to those persons who are mentally disabled, mentally disordered, or physical disabled. He stated that staff is present to answer any specific questions. He stated this contract permits the Authority to move forward with the issuance of certificates for an additional 110 units.

Commissioner Fussell stated that the Finance Committee recommended approval of the contract.

Commissioner Fussell moved to adopt this resolution and Commissioner San Jule seconded the motion. Resolution No. 2382 was UNANIMOUSLY APPROVED.

President Cook introduced resolution (f):

RESOLUTION NO. 2383

RESOLUTION AMENDING UTILITY ALLOWANCE FOR PROJECTS NUMBERED Cal 1-1, Holly Court; Cal 1-9, Harbor Slope; Cal 1-18 (3), Hunters Point; Cal 1-30; Coleridge Street and Lundy Lane; Cal 1-33, Thrift Street; Cal 1-35, Great Highway and 48th Avenue, and Cal 1-39, Eddy Street

* *

RESOLUTION NO. 2384

RESOLUTION AMENDING UTILITIES USAGE AND MONETARY ALLOWANCES AS CONTAINED IN EXHIBIT "A" TO DWELLING LEASES FOR THE CONVENTIONAL HOUSING PROGRAM

* *

RESOLUTION NO. 2383

RESOLUTION AMENDING UTILITY ALLOWANCE FOR PROJECTS NUMBERED CAL 1-1, HOLLY COURT; CAL 1-9, HARBOR SLOPE; CAL 1-18(3), HUNTERS VIEW: CAL 1-17A, HUNTERS POINT; CAL 1-30, COLERIDGE STREET AND LUNDY LANE; CAL 1-33, THRIFT STREET; CAL 1-35, GREAT HIGHWAY AND 48TH AVENUE, AND CAL 1-39, EDDY STREET.

* *

WHEREAS, the Commission, by Resolution No. 1999, dated September 25, 1975, established revised utility service schedules; and

WHEREAS, the Authority did adopt Resolution No. 1999 which, among other things, did approve direct billings to tenants for gas and electricity usage; and

WHEREAS, the Authority, in compliance with Federal Regulations 24 CFR, Part 865, effective October 1, 1980, deems it necessary to increase the allowances for gas and electricity in order to alleviate the financial burden caused by rate increases to these residents; and

WHEREAS, the Authority has been directed by the U. S. Department of Housing and Urban Development to amend the usage and monetary allowances for gas and electricity paid by the residents of these Projects in order to compensate for the increased rates imposed by the utility company;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. Resolution No. 1999 be amended to include the additional Projects for direct utility billing to the residents;

2. The utility allowances are hereby amended, as follows:

Utility Allowances: Deduct from the Monthly Gross Rent, the following amounts for gas and electricity:

UTILITY SCHEDULE	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR
GAS - For Cooking, Water Heating, Space Heating.						
ELEC- For Lighting, Refrigeration, Small Appliances.	$22	$28	$41	$46	$56	$68
GAS - For Water Heating, Space Heating.						
ELEC- For Cooking, Refrigeration, Lighting, Appliances.	$23	$29	$42	$48	$60	$71

RESOLUTION NO. 2384

RESOLUTION AMENDING UTILITIES USAGE AND MONETARY ALLOWANCES AS CONTAINED IN EXHIBIT A TO DWELLING LEASES FOR THE CONVENTIONAL HOUSING PROGRAM.

* * * \

3. Should any conflict arise between this Resolution and other Resolutions of this Authority heretofore adopted and now in force and effect, this Resolution shall prevail to the extent of such conflict;

4. The Executive Director be and is hereby directed to implement this policy to be effective June 1, 1981.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE PERRY, LEGAL COUNSEL

DATED: May 8, 1981

Mr. Williams introduced resolutions (f) and (g) stating that they are companion resolutions and both items were reviewed by the Finance Committee and this is a very technical matter and staff is here to answer any questions. These resolutions are to amend the Authorty's utility allowance. He stated that staff has met with PHTA and the questions that residents had at that time has been answered and there is a recommendation from PHTA that this be approved.

Mrs. Wallace asked that those seniors living in the senior development do not pay utility because their incomes are the same as the seniors living in family units have to pay utilities. She asked that the seniors in family units be allowed the same utility allowance as those residing in senior buildings.

Mr. Williams stated that he will have to review this matter to determine whether it can be done.

President Cook made a point of clarification on the last page of "Exhibit A" under electricity, he referred to a conversation he had with PG&E stating that figure should be 7.7 cents kilowatt instead of .07 cent. He asked for staff to check these figures and indicated that perhaps its a simple matter of a typographical error on the decimal point.

Mr. Dick Koeritz stated that staff would review that figure and make the appropriate connection.

Commissioner Fussell motioned to accept both resolutions and Vice-President Brooks seconded the motion. Resolutions Nos. 2383 and 2384 were UNANIMOUSLY APPROVED.

12. ADJOURNMENT:

There being no further business the meeting was adjournment at 11:45 a.m.

_____
CHAIRPERSON

_____
Carl L. Williams
Executive Director/Secretary

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

May 22, 1981

PUBLIC NOTICE

The Regularly scheduled meeting and Annual Meeting of the Commission of the San Francisco Housing Authority of the City and County of San Francisco will be held at 10:00 a.m., Thursday, May 28, 1981, in the Commission Room, at 440 Turk Street, San Francisco, California

Carl L. Williams
Executive Director

DOCUMENTS DEPT
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5/28/81

AGENDA
* * * * * * *

Regular and Annual Meeting Held:
May 28, 1981

440 Turk Street
San Francisco, California

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

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5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Election of Commission Officers

   (b) Resolution - Approving Application for Funds to be Used in the Section Eight (8) Existing Housing Program.

12. ADJOURNMENT:

DOCUMENTS DEPT.
JUN 1981
SAN FRANCISCO PUBLIC LIBRARY

Carl L. Williams
Secretary/Executive Director

SF
H65
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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting and Annual Meeting:
Thursday, May 28, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular and annual session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, May 28, 1981.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m.

Roll Call found the following members to be:

PRESENT:
Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT:
Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

A Quorum was present.

2. VISITORS:

Christine Neal, PHTA
Bobbie Sanders, PHTA, Head & Randolph Strs.
Marsha Redus, PHCIA, PHTA
Mary Wolridge, PHTA, Alice Griffith
Ed Tomala, Hunters Point

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the Agenda with a second motion by Commissioner Chuck. The Agenda of May 28, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Fussell moved to approve the Minutes with a second motion by Commissioner Westbrook. The minutes of May 14, 1981 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams, Executive Director, reported on the receipt of a copy of the Mayor's letter to Secretary Pierce which was a follow-up to the action the Commissioners took at the last meeting, deferring action on the development of additional units. He indicated that the Commissioners should have received a copy of the mayor's letter but if not, he would provide them with copies. He stated that he wanted to acknowledge receipt of that letter to the Commissioners, and that he did follow up.

6. REPORT OF SECRETARY:

Mr. Williams, Secretary, reported that he has forwarded a letter to the Area Office of HUD inquiring as to whether the funds made available for the development of additional units can be used for modernization and rehabilitation. Copies of that letter was sent to the Commissioners and he indicated the Housing Authority has not heard from the Department of Housing and Urban Development regarding the inquiry.

Mr. Williams referred to the Commissioners request that at each Commission Meetina a report be given on the boiler situation and stated there is a status report that can be distributed to the Commissioners and Mr. Barney Deasy will supplement the report with a narrative presentation.

Mr. Deasy referred to the Boiler Status Report and stated this report will be added to each week as the boiler inspection and cleaning process progresses. The report today is included in three (3) pages of the eleven (11) page listing of all the Authority's boilers. There are approximately 130 boilers and these are pages that list the projects where the boilers have been inspected and condition reports received from the contractors. What has been done is a summary of the general condition comments that the inspection reports contain plus the date the inspection was completed and finally a summary of the work items the contractor has recommended to take place. Once the reports are received from the inspector through the maintenance department, work orders will be issued to take corrective action where it is required. The first project that was done as indicated on pages 8 and 9 are Potrero Terrace. In the Potrero Project, the Authority has modernization money that is available to make major boiler replacements and repairs. The comments in that project were extensive in terms of the kinds of problems and conditions of the boilers, but funds are available to make those repairs through the Modernization Program and that work will be proceeding over the next four (4) or five (5) months. At the present time, in the Potrero Project, the Authority is in the process of working with a consultant on developing a plan for each boiler and these are the work items to be accomplished under the Modernization Program.

Mr. Deasy stated as the boiler schedule takes place staff will continue to fill out the balance of the pages of the Boiler Status Report for a complete report of the condition of all the boilers. He said it would be impossible to give a report on the boilers that have not been inspected. The companies are in Valencia Gardens Projects this week and Mr. Deasy stated that he has a schedule of the inspections that will take place current to the end of the contract which will run out the middle of July, by that time all the boilers should be cleaned, inspected and the condition reports should have been received by the Authority to take action.

Mr. Deasy stated that some of the work has been completed i.e. Alice Griffith and Hayes Valley but the reports have not been received from the contractors.

President Cook asked for copies of the schedule for the Commissioners and Mr. Deasy gave copies of the schedule to the Commission.

Commissioner Westbrook referred to her request to Mr. Deasy at the last Commission Meeting to look into the boilers that were having the most problems that the tenants had been addressing at the Commission Meetings which was Alice Griffith and Potrero Hill. She stated in her opinion the report indicates that the boilers reported were the ones that were good to make a good report. She expressed that she wanted the problem areas worked on and a detailed report on the problem areas. She stated the major problems were those the tenants addressed to the Commissioners and she thought that was going to be worked on first and if the contractors were working somewhere else then the contractor should have been sent to the trouble areas. Commissioner Westbrook requested Mr. Deasy to look into working the problems areas first.

The Boiler Status Report referred to by Mr. Deasy's report is incorporated into the minutes of this meeting.

SAN FRANCISCO HOUSING AUTHORITY
BOILER STATUS REPORT

DATE: May 19, 1981 - Page 2 of 11 (Area 1)

BOILER #	LOCATION (PROJECT)	BOILER COND	TUBE COND	INSPECT DATE	REMARKS/SPECIAL PROBLEMS
1	990 Pacific	Good	Good	4-28-81	Leaks in Piping & Pumps; new fire eye control needed
2	990 Pacific	Good	Good	4-28-81	Needs Repiping

DATE: May 19, 1981 - Page 4 of 11 (Area 2)

1	25 Sanchez	Good	Good	4-22-81	Incorrect feedwater connection; need stock roof caps
2	25 Sanchez	Good	Fair	4-22-81	Incorrect feedwater connection, need stock caps

DATE: May 19, 1981 - Page 8 of 11 (Area 5)

1	Bldg G-15	Fair	Good	3-30-81	Various Leaks, replace hot water boiler, replace gas regulators
2	Bldg F-14	Fair	Good	4-2-81	Copper-Black pipe connection gas line leaks, various leaks replace PRV
3	Bldg G-17	Fair	Good	4-1-81	Repair main line gas leak, heat exhanger leak, replace PRV
4	Bldg G-13	Fair	Good	4-3-81	Copper-gal connection, various leaks, replace pressure reducing

SAN FRANCISCO HOUSING AUTHORITY
BOILER STATUS REPORT

DATE: May 19, 1981 - Page 8 of 11 (Area 5) continued

BOILER #	LOCATION (PROJECT)	BOILER COND	TUBE COND	INSPECT DATE	REMARKS/SPECIAL PROBLEMS
5	Bldg G-18	Fair	Fair	4-7-81	Leak on heat exhanger head, need new circulating pump, pressure guage, gal pipe connected to copper

DATE: May 19, 1981 - Page 9 or 11 (Area 5) continued

6	Bldg G-12	Fair	Fair	4-6-81	Replace air vents, pressure relief valve, pressure guage, pressure reducing valve
7	Bldg F-12	Fair	Fair	4-7-81	Various leaks, repair pumps
8	1095 Connecticut	Fair	Fair	4-8-81	Various leaks, reroll tubes, replace pump
9	Bldg G-8	Fair	Fair	4-8-81	Various leaks, replace pilots
10	Bldg G-10	Fair	Fair	4-8-81	Various leaks, black piping rusted
11	Bldg G-6	Fair	Fair	4-8-81	Various leaks, black piping rusted, oil leak on hydra motor #1
12	Bldg G-4	Fair	Fair	4-10-81	Various leaks, replace relief valve and standing pilots
13	Bldg F-9	Fair	Fair	4-9-81	Repair leaks replace rusted pipes
14	Bldg F-8	Fair	Fair	4-9-81	Replace PRV, rusted pipes

SAN FRANCISCO HOUSING AUTHORITY
BOILER STATUS REPORT

DATE: May 19, 1981 - Page 9 of 11 Area 5) continued

BOILER #	LOCATION (PROJECT)	BOILER COND	TUBE COND	INSPECT DATE	REMARKS/SPECIAL PROBLEMS
15	Bldg F-6	Poor	Fair	4-10-81	Water jacket leak, pilots in poor condition, R.V. Leaks, piping rusted, had air vent, defective wall relay
16	Bldg G-2	Poor	Poor	4-14-81	Serious tube and tank leaks
17	Bldg F-1	Fair	Fair	4-13-81	Tube leaks, repair gas valve
18	Bldg G01	Fair	Fair	4-13-91	Replace PRV, supply pipe

7. COMMITTEE REPORTS:

NONE

8. REPORT OF COUNSEL:

Mrs. Connie Perry, Legal Counsel, presented the following written report to the Commission as requested in the meeting of May 14, 1981.

DEFINITION OF TERMS USED IN
LEGAL COUNSEL'S REPORT TO THE COMMISSION

1. Complaint - A complaint is the actual paper you file with the court and serve on the tenant in order to begin the legal process of evicting a tenant.

2. Unlawful Detainer - The technical name for the type of action brought by the landlord to evict a tenant.

3. Judgment - The technical name for what happens when the court makes the decision that you have the legal right to evict a particular tenant.

4. Writ of Possession - The technical name for the next step after you receive a judgment. You must make application to the court for an order to the sheriff requesting that he (the sheriff) evict the tenant for which you have received a judgment.

5. Stay of Execution - After the sheriff has notified the tenant that he or she is to be evicted then the tenant may request the court to grant a postponement of the eviction for a specified time, usually no more than 5 (five) days.

9. TENANT REPRESENTATIVE REPORT:

Mrs. Mary Wolridge, Secretary PHTA, addressed the commission with the following reports and concerns:

1. 123 Santos Street, Sunnydale Project, the copper pipes are being stolen and gave the commission a piece of the pipe that was left, and she stated that the persons stealing the drainage pipes are putting covering over the license plates on the vechicles used so the license number can not be given to the police.

2. Boilers are still going out about 4:00 p.m. on Friday's and over the week-ends the tenants do not have hot water.

3. PHTA's Election will be held on June 24, 1981 and invited the Commission to attend.

4. West Point does not have any garbage containers and requested that West Point get some garbage containers.

5. Alice Griffith has numerous stolen cars parked and stripped in the parking areas, when the SFHA Police are called they don't respond.

Mr. Ed Tomala, Hunters Point, addressed the Commission regarding the new development in Hunters Point. He presented the Commission with pictures of the renovated units stating that staff did a very good job in the Hunters Point areas. He was one of the first to relocate back to Hunters Point on April 17, 1981, and he expressed that he hoped the tenants would take care of their units and area.

10. UNFINISHED BUSINESS:

NONE

11. NEW BUSINESS:

Mr. Williams stated to the Commission that this is the Annual Meeting of the Commission and under the By-Laws the commission required to elect the officers for President and Vice-President. Mr. Williams stated that the floor is now open for nominations.

Commissioner Chuck stated inlight of the competent leadership by these leaders and the need for continuity he nominated Preston Cook for President and Betty Brooks for Vice-President as officers of the Commission.

Commissioner Fussell seconded the nomination. Commission Westbrook asked if the term of office is for one (1) year, Mr. Williams answered, yes.

Mr. Williams stated that there has been a nomination and a second for Preston Cook for President and Betty Brooks for Vice-President.

Preston Cook was AUNAIMOUSLY ELECTED for President and Betty Brooks was UNANIMOUSLY ELECTED for Vice-President for the Commission of the San Francisco Housing Authority.

Mr. Williams extended his congradulations to President Cook and Vice-President Betty Brooks on behalf of staff and stated that staff and himself enjoyed working with them and he looks forward to a continued productive relationship.

RESOLUTION NO. 2385

RESOLUTION APPROVING APPLICATION FOR FUNDS TO BE USED IN THE SECTION 8 EXISTING HOUSINGASSISTANCE PAYMENTS PROGRAM

* *

RESOLUTION 2385

* * * * * * * * * * * * * *

RESOLUTION APPROVING APPLICATION FOR FUNDS TO BE USED IN THE SECTION 8 EXISTING HOUSING ASSISTANCE PAYMENTS PROGRAM.

* *

WHEREAS, the approved Housing Assistance Plan for the City and County of San Francisco includes the need to provide additional housing for low and very-low income families by subsidizing the rental of existing standard units in the City and County of San Francisco by means provided under the Section Eight Program administered by the Department of Housing and Urban Development (HUD); and

WHEREAS, the Director of the San Francisco HUD Area Office did allocate funds in the amount of $830,050, and did invite the Mayor of San Francisco, by letter dated, March 25, 1981 to submit an application through the Mayor's designated Public Housing Agency (PHA) for funds to be used under the Section Eight Existing Housing Program to provide housing by subsidizing rental of Existing standard units in the City and County of San Francisco as authorized in the Housing and Community Development Act of 1974; and

WHEREAS, the Mayor of the City and County of San Francisco designated the Housing Authority of the City and County of San Francisco as the official PHA to prepare the application and administer the program.

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO.

I. That the Executive Director is authorized to complete such application and to amend the Annual Contribution Contract with the Department of Housing and Urban Development to provide the necessary funds, when approved.

II. That this Resolution shall become effective immediately.

III. That should any conflict arise between this Resolution and any other Resolution of the Authority heretofore adopted and now in force and effect, this Resolution shall prevail to the extend of such conflict.

APPROVED AS TO FORM:

CONNIE PERRY, LEGAL COUNSEL

DATED

Mr. Williams stated that the Department of Housing and Urban Development has notified the Mayor's Office of Community Development that an additional 157 units of Section 8 Existing Housing allocations are available to the city. Staff has been working with the Area Office in putting together the application that is required and that the Commission must authorize the filing of the application and this resolution will give that authorization. As indicated this is primarily for larger bedrooms; three (3) four (4) and five (5) bedrooms, and the previous allocations have been disbursed so this comes at a very timely moment for the Section 8 Program.

Mr. Williams stated that he urged the Commission's approval of the resolution so that the necessary documentation can be forwarded.

Commissioner Westbrook asked if this resolution is for the allocation for the units at the Wharf. Mr. Williams responded that this is another program.

President Cook asked would the existing staff in Leased Housing be able to handle this additional work?

Mr. Williams stated this will not require any additional staff and he stated there were no reductions made in the Leased Housing Department as part of the overall recent reduction. He indicated that the Leased Housing Department is fairly stable and did not see the need for any additional staff at this time.

Commissioner Fussell motioned to accept the resolution with a second motion by Commissioner Westbrook. Resolution #2385 was UNANIMOUSLY APPROVED.

Mrs. Cleo Wallace addressed the Commission stating there is a change of the location of the Domestic Violence Workshop being held at Third Baptist Church instead of the California Hall because HUD, PHTA, and the Housing Authority could not get the funds to rent California Hall.

12. ADJOURNMENT:

There being no further business President Cook adjourned the meeting at 10:25 a.m.

_____
PRESIDENT

_____
CARL L. WILLIAMS
Secretary/Executive Director

at 440 Turk Street, San Francisco, California, on Thursday, June 11, 1981

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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6/11/81

JUNE 5, 1981

PUBLIC NOTICE

The regularly scheduled meeting of the San Francisco Housing Authority Commission will take place on Thursday, June 11, 1981 at 10:00 a.m., at 440 Turk Street, San Francisco, California.

Carl L. Williams

CARL L. WILLIAMS
Executive Director

DOCUMENTS DEPT.
JUN 11 1981

SAN FRANCISCO HOUSING AUTHORITY

June 11, 1981

The agenda for this meeting is missing

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Meeting Held:
Thursday, June 11, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, June 11, 1981.

1. ROLL CALL:

Meeting was called order by President Cook at 10:00 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
James G. Fussell, Jr., Commissioner

ALSO PRESENT: Barney Deasy, Acting Secretary/Executive Director
Connie Perry, Legal Counsel

EXCUSED: Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner
Carl L. Williams, Secretary/Executive Director

A Quorum was present.

2. VISITORS:

Christine Neal, PHTA
Maura Kealy, Local 400
Mary Rogers, Local 400
Mary Wolridge, PHTA

3. APPROVAL OF AGENDA:

Commissioner San Jule moved that item (c) under New Business be taken off the Agenda and New Business be moved up to the first item onthe Agenda in the essence of time, Vice-President Betty Brooks seconded the motion and the motion was UNANIMOUSLY APPROVED.

11. NEW BUSINESS:

Mr. Barney Deasy, Acting Executive Director, introduced the following resolution.

RESOLUTION NO. 2386

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH A MANAGEMENT CONSULTANT FIRM TO PROVIDE CLASSIFICATION AND COMPARABILITY STUDY FOR THE SAN FRANCISCO HOUSING AUTHORITY

* *

RESOLUTION NO. 2386
* * * * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH A MANAGEMENT CONSULTANT FIRM TO PROVIDE A CLASSIFICATION AND COMPARABILITY STUDY FOR THE SAN FRANCISCO HOUSING AUTHORITY.
* *

RESOLVED: that the Executive Director of the San Francisco Housing Authority is hereby authorized and directed to enter into a contract with management consultants, Jim Carey and Associates, for the purpose of implementation of a comprehensive classification/comparability study; and be it

FURTHER RESOLVED: that said consultants shall perform the following scope of service:

1. Prepare accurate position descriptions for all non-craft classifications within the Housing Authority.

2. Review the existing internal salary structure with comparability comparisons made to similar classifications within the City and County of San Francisco.

3. Meet with management and union representatives to describe elements of the study and methodology for implementation.

4. Develop a structure of position classifications and salary ranges that (1) is comparable to the City salary structure and (2) recognizes the equitable classification of positions within the Authority.

5. Prepare and present the final report containing findings and recommendations.

6. Assist in the presentation of the approved classifications and salary structure to management and employee groups.

FURTHER RESOLVED: that Agency Counsel is hereby authorized and directed to prepare all necessary contractual agreements.

APPROVED AS TO FORM:

Connie M. Perry
Connie Perry, Counsel
San Francisco Housing Authority

DATE: June 4, 1981

Mr. Barney Deasy summarized Resolution No. 2386 stating this item involves the Authority entering into a contract with Carey and Associates to conduct a Personnel Classification Study as required by HUD. The Authority has received correspondence from the Area Office of HUD indicating that the comparability information that is required under the Annual Contributions Contract is not present in the Authority's current personnel operation and a study is needed to establish a proper classification division in the Agency and to establish comparability with the City and County of San Francisco and that is required under contract. He stated three (3) proposals were submitted some time ago by a firm, experience in Personnel Analysis and after review of the Authority's staff and HUD's staff the firm of Carey and Associates was recommended for selection to carry out the study. The study will be funded partially from the Operating Budget and partially from the Urban Initiative Budget in the Comprehensive Modernization Program.

Ms. Maura Kealy, representing Local 400, addressed the Commission and presented the Commission with a letter requesting to meet and confer before the Commission act upon this resolution. She stated that Local 400 was informed on Tuesday, by a hand-delivered letter explaining that this item would be on the Agenda. Ms. Kealy stated that it is Local 400's position that the Authority's wages, working conditions of the employees that Local 400 represents, the Authority must meet with the union before the Commission act, this is the way the City and County Civil Service Commission or any Committee of the Board of Supervisors this is standard procedures. She stated she is not speaking on the substance of the issue she is speaking of procedural and legal matters and she again requested the Commission to put this matter over for two (2) weeks to give Local 400 the opportunity to meet and confer as required by state law on this matter.

Mr. Milton Reiterman, Chief Labor Negotiator, addressed the Commission in response to Ms. Kealy's request stating this issue has been before the union and the Authority since June of last year, the first meeting and conferring session had to do with the classification study in terms of positions in the Finance Department and the Finance Department and Local 400 both agreed. The Director of Personnel, Charles Whiteside, for some time has been making every attempt through Civil Service present employees to retired employees and Mr. Whiteside was still unsuccessful in getting phase II, it was the Executive Director's position at this time not to conduct the study but he was forced by correspondence and actual threat from the Area Office of HUD that if this study was not initiated and implemented the actual salaries for 1981-1982 would be held up. In terms of Ms. Kealy's contentions regarding the legality of the Commission of employing an outside auditing firm to audit classifications, her claim that this action is in violation of 3500 or 3501 of the government code is incorrect. It is the Authority's position that the Commission can act and it is also the Authority's position that the Authority will be pleased to meet with Ms. Maura Kealy, Thursday at 3:00 p.m. to meet and confer the terms of the scope of the study. The scope of the study will be largely determined by this Commission throughthe Executive Director. He stated that this audit is no different than a bank employing an outside audit firm to audit their records, and indicated thatthe Authority is responsible to conduct this audit.

Mr. Reiterman stated he will respond to Ms. Kealy's request to meet and confer session and stated that there is no reason legally, from a timetable or from the employee relations program that this resolution should be postponed. He stated he was willing to listento the Acting Executive Director as to what his recommendation would be.

Ms. Kealy stated that Local 400 have not met and conferred regarding this resolution and she indicated if the Commission act on this resolution today the Authority would be entering into a contract which specifics in detail what will be done in this study. She stated inview of the significance of the study to Local 400 that it would be a courtesy from the Commission to postpone action for two (2) weeks so that Local 400 may have the opportunity to meet and confer. She suggested that it may even save the Authority money and result in a better study.

Mr. Charles Whiteside, Director of Personnel, addressed the Commission stating he did not understand what Ms. Kealy was referring to in regards to what will be done in the study. He stated it is his understinding that the Authority has informed Local 400 that he Authority will be involved in a classification study that the consultants will meet with Local 400 to draft out the methodology and procedures to be followed to determine their total input.

President Cook stated what the Commission is voting on is to conduct a study not accepting a study and indicated that this study has been put off long enough and he would like to see it underway because the Authority is under pressure from HUD to act.

Mr. Deasy stated it is the recommendation from staff that the Commission accept this resolution to proceed because the Authority is under a very tight time frame in terms of being able to complete the study to incorporate the study's findings for the 1981-1982 budget. There will be ample opportunity during the conduct of the study in the preparatory stages for involvement of Local 400 and in the courses of these changes that result from the study naturally will involve Local 400's contract.

Ms. Mary Rogers addressed the Commission stating her concern being that the Authority has recently layed off employees who were important to maintain units and now the Authority is embarking upon a study that costs $35,000.00 that will have no effect on bringing up the living conditions of residents, and she indicated that they object to spending money inthat manner. She stated there have been studies after studies and they are now laying on shelves gathering dust and the Authority has done nothing with them. She acknowledged that the Authority is under pressure from HUD regarding this matter but she stated that HUD has to udnerstand that they have a responsibility and an obligation to this Authority to provide the neccessary funds to carry out the duties that HUD is responsible for. She requested the Commission to reconsider the decision and take another route in making comparable studies instead of spending $35,000.00.

Commissioner Fussell stated inlight of discussions and the Personnel Committee Meeting recommendation he suggested to act on the matter at hand.

Commissioner San Jule moved to accept the resolution and Commissioner Fussell seconded the motion. Resolution No. 2386 was UNANIMOUSLY APPROVED.

Mr. Reiterman stated for the record he invited Local 400 to a Meet and Cor Session on Thursday at 3:00 p.m. and indicated that this will be put in writing.

President Cook stated inlight of the possibility of a lack of quorum withi the next few minutes he suggested, and it was agreed that the next items under New Business be grouped together and if there are any questions on any of those items the particulars will be dealth with and he requested one (1) vote on resolutions (b), (d) and (e)

Commissioner San Jule moved to accept resolutions (b), (d), and (e) and Commissioner Fussell seconded the motion. Resolutions Nos. 2387, 2388, 2390 and 2391 was UNANIMOUSLY APPROVED.

President Cook called for any questions from the audience regarding those resolutions.

Commissioner San Jule and Vice-President Brooks asked to be excused from the meeting because of personnel plans, both left the meeting at 10:10 a.m.

RESOLUTION NO. 2387

* * * * * * * * * * * * * * * *

RESOLUTION AMENDING UTILITY ALLOWANCES FOR THE SECTION 8 EXISTING HOUSING ASSISTANCE PAYMENTS PROGRAM.

* *

WHEREAS, The Commission, by Resolution No. 1999, dated September 25, 1975, established revised utility service schedules; and

WHEREAS, The Authority, in compliance with Federal Regulation 24 CFR, Part 882, deems it necessary to increase the allowances annually for families who receive direct billings for utilities usage in order to alleviate the financial burden caused by rate increases to these families, and

WHEREAS, The Authority, has been directed by the U.S. Department of Housing and Urban Development to amend the usage and monetary allowances for gas and electricity paid by Section 8 families in order to compensate for the increased rates imposed by the utility company;

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Section 8 utility allowances are hereby amended as follows:

   Utility Allowances: Deduct from the Gross Family Contribution the following amounts for direct utility billings.

   SEE ATTACHMENT

2. Should any conflict arise between this Resolution and other Resolutions of this Authority heretofore adopted and now in force and effect, this Resolution shall prevail to the extent to such conflict;

3. The Executive Director be and is hereby directed to implement this policy to be effective July 1, 1981.

APPROVED AS TO FORM:

_____

CONNIE PERRY, LEGAL COUNSEL

DATED_____

ALLOWANCES FOR TENANT FURNISHED UTILITIES

DATE

LOCALITY

DWELLING TYPE

PG&E Rate Schedules.....NATURAL GAS: _____ .....ELECTRICITY: _____

Dollar Allowances include: State Energy Resources Surcharge? Yes_____ No_____

Utility Users Tax? _____% by City of _____ NA_____

UTILITY COMBINATIONS	MONTHLY ALLOWANCES in Dollars						
	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR	6-BR
NATURAL GAS for space heating only. ELECTRICITY for space heating only.							
1. NATURAL GAS for cooking, water heating and space heating. ELECTRICITY for lighting, small appliances, & refrigeration.	22	28	41	46	56	68	
2. NATURAL GAS for water heating and space heating. ELECTRICITY for cooking, lighting, small appliances, and refrigeration.	23	29	42	48	60	71	
3. NATURAL GAS for space heating. ELECTRICITY for water heating, cooking, lighting, small appliances, & refrigeration.	20	24	35	58	47	57	
4. ELECTRICITY for lighting, small appliances & refrigeration. OTHER UTILITIES paid by landlord	20	25	36	41	52	62	
5. ELECTRICITY for cooking, lighting, small appliances, and refrigeration. OTHER UTILITIES paid by landlord	7	8	10	11	12	13	
6. ELECTRICITY for space heating, cooking, lighting, small appliances, & refrigeration. OTHER UTILITIES paid by landlord	9	11	15	18	21	23	
7. ALL ELECTRIC	24	38	40	60	76	91	
WATER/SEWAGE	10	12	14	15	16	18	
GARBAGE COLLECTION	5.40	5.40	5.40	5.40	5.40	5.40	

RESOLUTION NO. 2388

* * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION OF 20 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE III

* *

WHEREAS, on March 18 and 19, 1981, this Authority advertised for bids for the rehabilitation of 20 dwelling units in three apartment buildings in Hunters Point A Lower West Project, CAL 1-17A, Phase II, Site III; and

WHEREAS, on May 8, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Leon Carlen & White Construction Co.	$ 1,080,000.00
2.	Carlin Company, Inc.	$ 1,118,875.00
3.	S. J. Amoroso/Verrett Construction Co., JV	$ 1,157,700.00
4.	Henry L. Chapot & Associates	$ 1,397,840.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for rehabilitation of 20 dwelling units be awarded to Leon Carlin & White Construction Company in the amount of $1,080,000.00.

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt of formal approval from HUD to award the contract.

IV. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

V. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Legry
Counsel

June 11, 1981
Date

RESOLUTION NO. 2389
* * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION OF 16 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE IV
* *

WHEREAS, on March 18 and 19, 1981, this Authority advertised for bids for the rehabilitation of 16 dwelling units in three apartment buildings in Hunters Point A Lower West Project, CAL 1-17A, Phase II, Site IV; and

WHEREAS, on May 14, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Leon Carlen and White Construction Co., and Mischel Construction Co. JV	$ 735,000.00
2.	Carlin Company, Inc.	$ 789,655.00
3.	S. J. Amoroso/Verrett Construction Co., JV	$ 855,553.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for rehabilitation of 16 dwelling units be awarded to Leon Carlen and White Construction Co., and Mischel Construction Co., a Joint Venture, in the amount of $735,000.00.

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt of formal approval from HUD to award the contract.

IV. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

V. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

June 10, 1981
Date

RESOLUTION NO. 2390
* * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR SITE IMPROVEMENT WORK IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II
* *

WHEREAS, on March 18 and 19, 1981, this Authority advertised for bids for Site Improvement Work in Hunters Point A Lower West Project, CAL 1-17A, Phase II; and

WHEREAS, on April 28, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Tamal Construction Co.	$ 783,591.00
2.	S. J. Amoroso/Verrett Construction Co., JV	$ 856,800.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for Site Improvement Work be awarded to Tamal Construction Co., in the amount of $783,591.00.

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt of formal approval from HUD to award the contract.

IV. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

V. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Counsel

Date

RESOLUTION NO. 2391

* * * * * * * * * * * * *

RESOLUTION REJECTING BIDS FOR REHABILITATION
OF 14 DWELLING UNITS IN HUNTERS POINT A
LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE II

* *

WHEREAS, on March 18 and 19, 1981, this Authority advertised for bids for the rehabilitation of 14 dwelling units in two apartment buildings in Hunters Point A Lower West Project, CAL 1-17A, Phase II, Site II; and

WHEREAS, on May 4, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Leon Carlin & White Const. Co.	$ 638,560.00
2.	S. J. Amoroso/Verrett Const. Co. JV	$ 728,321.00
3.	Carlin Company, Inc.	$ 739,211.00
4.	Henry L. Chapot & Associates	$ 898,930.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received has been determined to be unresponsive with regard to the Affirmative Action requirements contained in the Bid Proposals; and

WHEREAS, contained within the above noted bid advertisement is the stipulation that the Housing Authority of the City and County of San Francisco reserves the right to reject any or all bids submitted.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the aforementioned bids received for the work are hereby rejected.

II. That the Executive Director is hereby directed to notify in writing the bidders of the rejection of said bids.

III. That the Executive Director is hereby directed to proceed immediately to make any necessary modifications and re-advertise for bids for this work.

APPROVED AS TO FORM:

_____
Counsel

_____
Date

5. GENERAL COMMUNICATIONS:

NONE

6. REPORT OF SECRETARY:

NONE

7. COMMITTEEE REPORTS:

NONE

8. REPORT OF COUNSEL:

NONE

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleo Wallace addressed the Commission and requested the help of the Commission obtaining chairs for the Summer Food Program by requesting the Board of Education or any means of obtaining chairs because the Program begins June 15, 1981.

Commissioner Fussell asked if the Schook Department has available chairs? Cleo Wallace answered the chairs are available because school is closed and she was told that the Summer Food Program would be provided chairs by the Board of Education's surplus but now they are saying the chairs are not available.

President Cook stated he would be happy to draft a letter to the Board of Education requesting the chairs needed for the Summer Food Program.

Ms. Wallace reported on the Domestic Violence Workshop being held on June 25, 1981 at Third Baptist Church. She stated the Mayor will be present at the Workshop.

She raised the concern regarding the $100,000.00 for the Anti-Crime Program that was granted to specifically deal with Plaza in the Western Addition requested the Commission to look into this to see that this goes forward. She stated that the Western Addition has established a very good relationship with Kaiser, Podiatry Clinic and a few other agencies in terms of working with Plaza.

Mr. Deasy stated in regard to the funds for the the Anti-Crime Program, negotiations are currently in process with Commander Dangerfield and the Mayor's Office of Criminal Justice to put together a proposal which does include $100,00.00 for Anti-Crime Activities.

Commissioner Fussell asked Cleo Wallace regarding the boiler situations, Ms. Wallace replied that she didn't want to get into that.

Mr. Deasy stated that regarding the boilers; one (1) contractor is proceeding and the other contract or was basically released because he was not performing and still has not turned in his statistic's report and the balance of the work will be reassigned to the other contractor, and this will extend the completion period to a couple of weeks.

10. UNFINISHED BUSINESS:

NONE

12. ADJOURNMENT:

There being no further business the San Francisco Housing Authority Commission Meeting was adjourned at 10:18 a.m.

_____
PRESIDENT

_____
Carl L. Williams
Executive Director

SF
H65
#1
7/9/81

AGENDA
* * * * * * *

Regular Meeting Held:
July 9, 1981

440 Turk Street
San Francisco, California

Housing Authority

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

   Reseating of Commissioner Fussell

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNIFNISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Approving Operating Budget for the Period October 1, 1981 To September 30, 1982 Covering Low Rent Projects Under Contract SF-255

   (b) Resolution - Fiscal Year 1981-82 Budget for Conventional Housing Program Contract No. SF-255; Expenditures Level Computed at 85.5% of Performance Funding System Eligibility

   (c) Resolution - Resolution Authorizing the Execution of Amendment No. 51 (Modernization) To Annual Contributions Contract No. SF-255, Providing for the Deposit of Monies Under a General Depositary Agreement, and the Issuance of Project Loan Notes and Permanent Notes Cal 1-906, for project No. Cal 1-17A

   (d) Resolution - Resolution Authorizing the Execution of Amendment No. 52 to Consolidate Annual Contributions Contract No. SF-255; Amendin; Maximum Contribution Percent and Maximum Annual Contribution Amount To Amendment No. 45 Dated February 28, 1980

11. NEW BUSINESS:

(e) Resolution - Authorizing the Execution of Special Annual Contributions Contract Amendment For Operating Subsidy, Amendatory Agreement No. 53 To Annual Contributions Contract

(f) Resolution - Authorizing An Application for 42 Units Under the Section 8 Moderate Rehabilitation Program

(g) Resolution - Authorizing Award of Contracts for Rehabilitation Cal 1-17A Phase II Sites I and II

(h) Resolution - Authorizing Staff's travel to Washington D,C,, to attend NAHRO Conference and meet with Housing Officials.

12. ADJOURNMENT:

Carl L. Williams

CARL L. WILLIAMS
Executive Director

SF
H65
#3
7/9/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, July 9, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, July 9, 1981.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:00 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

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EXCUSED: Beatrice Patterson, Commissioner
James G. Fussell, Jr., Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

A Quorum was present.

2. VISITORS:

Joella Barnett
Christine Neal
Benny Stewart
John Ho

3. APPROVAL OF AGENDA:

Commissioner Westbrook motioned to approve the agenda of July 9, 1981 and Vice-President Brooks seconded the motion. The Agenda of July 9, 1981 was UNANIMOUSLY APPROVED.

President Cook changed the order of (a) and (b) under New Business to hear resolution (b) first and resolution (a) second.

Troy Dangerfield, Commander of the SFHA Police, will report on the Crime Statistics after the resolutions under New Business.

4. APPROVAL OF MINUTES:

a. Minutes of May 28, 1981 - Commissioner San Jule moved to approve the minutes and Commissioner Chuck seconded the motion. The minutes of May 28, 1981 were UNANIMOUSLY APPROVED.

b. Minutes of June 11, 1981 - Commissioner San Jule moved to approve the minutes and Vice President Brooks seconded the motion. The minutes of June 11, 1981 were UNANIMOUSLY APPROVED.

Commissioner Chuck asked for clarification regarding Maura Kealey's comments at the Commission meeting of June 11, 1981 and he was referred to Mr. Milton Reiterman by President Cook.

5. GENERAL COMMUNICATIONS:

Executive Director, Carl L. Williams, reported on the following three (3) communications:

1. Receipt of copy of letter from the Mayor, dated July 6, 1981 regarding recommendation that the Pink Palace (Yerba Buena Annex) be converted to Senior Housing. (Referred to the Site and Design Committee)

2. Mr. Williams reported that a Task Force Committee has been selected to look into the feasibility of the Co-Op/Condominium Conversion. The Task Force will consist of 2 Commissioners, Harry Chuck and Joan Byrnes San Jule, 2 members from PHTA, 2 persons from the private sector involved in real estate will serve on the Task Force Committee to research this issue.

Commissioner Westbrook expressed some concerns about the procedure in which President Cook selected the 2 Commissioners to serve on the Task Force Committee.

3. Receipt of letter from HUD regarding the Authority's application for funds under the Comprehensive Improvements Assistance Program (CIAP) not being made available at this time and a joint review is being scheduled and the Authority will be notified as to the status of funding.

4. Receipt of letter form HUD authorizing the Housing Authority to execute a contract in the amount of $320,000.00 with Otis Elevator Company for the Phase I modernization work on the elevators.

Commissioner San Jule inquired as to how many elevators are in the entire Yerba Buena Plaza complex. Mr. Williams answered 14 elevators are in the entire complex and they were installed in the 1950's.

6. REPORT OF SECRETARY:

Mr. Williams acknowledge receipt of the documents regarding the reseating of Commissioner (Chip) James G. Fussell, Jr.. Commissioner Chuck moved to accept the documents and Commissioner Westbrook seconded the motion. Commissioner Fussell's reseating to the SFHA Commission was UNANIMOUSLY APPROVED.

7. COMMITTEE REPORTS:

NONE

8. REPORT OF COUNSEL:

Legal Counsel, Ms. Perry, gave a report on the number of legal actions filed during the month of June, 1981. Counsel Perry also reported that a settlement had been reached in the lawsuit of Kelly vs. the SF Housing Authority.

President Cook requested that Counsel prepare a chart for the Commission in order that they could follow legal actions taken by the Authority each month.

Commissioner Westbrook stated that she felt Counsel Perry was doing a commendable job in handling the Authority's legal matters.

Vice-President Brooks stated that she had heard that senior citizen residents were going to be charged utility costs. Deputy Executive Director, Mr. Deasy stated that there has been correspondence from the HUD Office on this matter, however, senior citizens will not be charged utility costs.

9. TENANT REPRESENTATIVE REPORT:

President Cook announced that he was please to introduce the newly elected President of PHTA, Ms. Pat Brown.

Ms. Brown noted the newly elected PHTA Officers as follows: Cleo Wallace-first Vice-President, Mary Jo Smith-Treasure, Mary Wolridge-Second Vice-President.

Ms. Brown introduced Ms. Joella Barnett, spokesperson for Tenants in Plaza Project. Ms. Brown stated she had concerns regarding the steel plates that were being installed in the Plaza Complexes. She explained the steel plates would cut lighting visibility by 50%. Ms. Brown stated she felt the tenants should have been allowed to have some input regarding the installation of the steel plates.

Mr. Williams responded that security of the Plaza Projects has been a major concern of the Housing Authroity. He said illegal entries are being made through the projects fire excape doors/windows and the window grills have also been tried in those areas without success. These steel plates are to provide security from entry through the fire escape door.

Mr. Deasy commented that the program to improve security has been underway for some time and to change the design for the project areas at this stage of the program would cost the Authroity an additional $13,000 - $14,000.

President Cook suggested that the issue regarding the security windows in the Plaza Areas be referred to the Site & Design Committee for tenant input and that the installation be delayed until the Site & Design Committee had an opportunity to review this matter.

Commissioner Westbrook expressed that the Tenant Representative should have been allowed the opportunity to give input regarding steel plates being installed in tenants units. She stated that the Authority should learn to work with the people and not try and think for the people.

Commissioner Westbrook informed the Commission on the following issues:

1. Master keys of the renovated units in Hunters Point have been stolen and the locks have not been changed. Mr. Williams instructed staff to review and make changes regarding those locks with no charge to the tenants.

2. All of the windows in one of the newly renovated buildings are broken. (approximately 8 units)

President Cook requested that these issues be brought before the public Site and Design Committee meeting scheduled, Friday, July 14, 1981 at 3:00 p.m.. He instructed the Committee to look into the possibility of an alternative proposal that will be acceptable to everyone.

Pat Brown, President of PHTA, voiced her concerns regarding vacancies in various project areas while there are thousands of people on the waiting list.

A lengthly discussion ensued on this matter of the units off the rent rolls.

Commissioner Westbrook recommended the Housing Authroity contact applicants on the waiting list to update their application.

Commissioner San Jule requested a status report be submitted to the Commission on the number of units off the rent rolls and the number of units made available for occupancy.

Commissioner Westbrook requested the Site and Design Committee meet regarding the feasibility of a crew being assigned to work specifically on the vacant units when the Modernization funds are approved by HUD.

10. UNFINISHED BUSINESS:

NONE:

11. NEW BUSINESS:

Mr. Williams introduced the first item under New Business. He stated the budget had been reviewed by the Finance Committee. The budget was prepared based on the funding of operating subsidies of 85.5%.

Commissioner Westbrook commented on the many questions regarding the budget that Mr. Koeritz, Director of Finance, answered and he did a commendable job.

Commissioner Westbrook moved to have one (1) vote on items (resolutions) (a) through (e), and Vice-President Brooks seconded the motion and the motion was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2392

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1981 TO SEPTEMBER 30, 1982, COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

RESOLUTION NO. 2392

****

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1981 TO SEPTEMBER 30, 1982, COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

WHEREAS, there is attached hereto and marked "Exhibit A" the budget in summary form for low rent project operations under Contract SF-255 covering the fiscal operating period October 1, 1981 through September 30, 1982; and

WHEREAS, the Housing Authority was advised by HUD that all Housing Authorities would receive an operating subsidy at a level of 85.5% of Performance Funding System Eligibility; and

WHEREAS, the budget document, marked "Exhibit A", is computed at the expenditure level equivalent to 85.5% of Performance Funding Eligibility; and

WHEREAS, the Commission has reviewed the aforesaid revised budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under the provisions of the current Performance Funding System regulations, and that all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and that rents have been or will be adjusted in accordance with the HUD-approved rent schedule; and

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975 in that the aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1981 will not be less than that amount equal to one-fifth of the sum of the "Family Income" as defined in 24CFR860.403(f), of all such families.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked "Exhibit A" attached hereto is hereby approved for submission to the HUD Area Office.

Attachment

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATED: July 2, 1981

RESOLUTION NO. 2393

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 198k TO SPECIMBER 30, 1982 COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

RESOLUTION NO. 2393

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1981 TO SEPTEMBER 30, 1982 COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

WHEREAS, there is attahced hereto and market "Exhibit A" the budget in summary form for low rent project operations under Contract SF-255 covering the fiscal operating period October 1, 1981 through September 30, 1982; and

WHEREAS, the Housing Authority was advised by HUD that all Housing Authorities would receive an operating subsidy at a level of 85.5% of Performance Funding System Eligibility; and

WHEREAS, the San Francisco Housing Authority has already substantially reduced its operating expenditures and as a result its maintenance operations have been seriously impaired; and

WHEREAS, further reductions in this Authority's maintenance capabilities will cause futher deteriorations in the San Francisco public housing stock.

WHEREAS, the budget document marked "Exhibit A" is based at an 100% operating subsidy, which is full Performance Funding System Eligibility; and

WHEREAS, the Commission has reviewed the aforesaid revised budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under the provisions of the current Performance Funding System regulations, and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and that rents have been or will be adjusted in accordance with the HUD-approved rent schedule;

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975 in that the aggregate annual gross rent of families resident in the dwelling units for the fiscal year beginning October 1, 1981 will not be less than that amount equal to one-fifth of the sum of the "Family Income" as defined in 24CFR860.403(f), of all such families.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked "Exhibit A" attached hereto is hereby approved for submission to HUD Area Office.

ATTACHMENT

APPROVED AS TO FORM:

Connie M. Perry
CONNIE PERRY, Legal Counsel

DATED July 7, 1981

RESOLUTION NO. 2394

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 51 (MODERNIZATION) ANNUAL CONTRIBUTIONS CONTRACT NO SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

RESOLUTION NO. 2394

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 51 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITARY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

MODERNIZATION PROJECT NUMBER

CAL 1-906

FOR PROJECT NO. CAL 1-17A

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted, and the President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, NT&SA, and the San Francisco Housing Authority have previously entered into a General Depositary Agreement (HUD Form 51999A, dated May 29, 1969) which provides for the deposit of specified monies of ". . . one or more additional low rent housing projects . .". The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances to be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Contract, as amended.

4. A. In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Project Loan Notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") by the Local Authority in anticipation of the delivery of Project Loan or Permanent Notes, there are

hereby authorized to be issued, from time to time, Project Loan and Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost, and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost, and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

B. Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the Local Authority by the President or Vice-President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of Form No. HUD-9204 and each Permanent Note shall be in substantially the form of Form No. HUD-52250, each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes and Permanent Notes shall be issued to finance the Development Cost of Non-Permanently Financed Projects and Permanently Financed Projects, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest of such Notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Contract, and (2) by a pledge of and lien on the Residual Receipts of such Project after providing for the payment of Bonds issued in respect to such project.

D. As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to Permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be invalid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest of each Note from other funds of the Local Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term, "Resolution", shall mean this Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie M. Perry, Legal Counsel

DATED: July 2, 1981

RESOLUTION NO. 2395

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 52 TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255: AMENDING MAXIMUM CONTRIBUTION PERCENT AND MAXIMUM ANNUAL CONTRIBUTION AMOUNT TO AMENDMENT NO. 45 DATED FEBRUARY 18, 1950

* *

RESOLUTION NO. 2395

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 52 TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255; AMENDING MAXIMUM CONTRIBUTION PERCENT AND MAXIMUM ANNUAL CONTRIBUTION AMOUNT TO AMENDMENT NO. 45 DATED FEBRUARY 28, 1980

* *

PROJECT NO. CAL 1-39

WHEREAS, the Housing Authority of the City and County of San Francisco (herein called the "Local Authority") entered into a Consolidated Annual Contributions Contract on August 27, 1964 (as amended) with the United States of America (herein called the "Government"); and

WHEREAS, it is deemed advisable by the Local Authority and the Government to amend the Consolidated Annual Contributions Contract in the particulars indicated in such Amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie M. Perry, Legal Counsel

DATE: July 2, 1981

RESOLUTION NO. 2396

RESOLUTION AUTHORIZING THE EXECUTION OF SPECIAL ANNUAL CONTRIBUTUION CONTRACT AMENDMENT FOR OPERATING SUBSIDY, AMENDATORY AGREEMENT NO. 53 TO ANNUAL CONTRIBUTIONS CONTRACTS

* *

RESOLUTION NO. 2396

RESOLUTION AUTHORIZING THE EXECUTION OF SPECIAL ANNUAL CONTRIBUTIONS CONTRACT AMENDMENT FOR OPERATING SUBSIDY, AMENDATORY AGREEMENT NO. 53 TO ANNUAL CONTRIBUTIONS CONTRACT

* *

WHEREAS, pursuant to the United States Housing Act of 1937, as amended (42 USC 1437, et seq.), and the Department of Housing and Urban Development Act (42 USC 3531), the United States of America (hereinafter called the "Government) and the Housing Authority of the City and County of San Francisco (hereinafter called the "Local Authority") entered into an Annual Contributions Contract on the 27th day of August, 1964, for the purpose of financing low income housing and other purposes; and

WHEREAS, Section 5(a) of the United States Housing Act provides that the Government may make annual contributions to Public Housing Agencies to assist in achieving and maintaining the low income character of their projects over a period not to exceed 40 years; and Section 9(a) provided that the Secretary may make additional annual contributions to Public Housing Agencies for the operation of low income housing projects; and

WHEREAS, Section 211(a) of the Housing and Community Development Amendments of 1979 (Public Law 96-153) amended Section 9(a) of the United States Housing Act to provide that any contract for contributions for the operation of low income housing "shall provide that no disposition of the low income housing project, with respect to which the contract is entered into, shall occur during and for ten years after the period when contributions were made pursuant to such contract unless approved by the (Government)"; and further amended Section 9(a) to provide that the Government may provide assistance for the operation of a low income housing project as long as the low income nature of the project is maintained;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

In order to comply with the above amendments to the United States Housing Act, the contract is amended as follows:

1. Notwithstanding any other provision of this contract, no disposition of any low income housing project covered by this contract shall occur during and for 10 years after the period when contributions were made for the operation of the project, unless approved by the Government. In addition, the Government agrees to provide assistance for the operation of any such project, as provided by Section 415 of this contract, as long as the low income nature of the project is maintained. The provisions of Articles II, III, IV and V of this contract, relating to operation, are hereby extended for the duration of such assistance.

2. That the execution by the appropriate officers of the Local Authority of Amendment No. 53 to the Annual Contributions Contract, Contract No. SF-255, between the Local Authority and the Government, is hereby ratified, accepted and confirmed absolutely as the act and deed of the Local Authority.

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, Legal Counsel

DATED: July 2, 1981

11. NEW BUSINESS: (continued)

Mr. Williams introduced and summarized resolution (f) stating this resolution authorizes the Executive Director to comply with the appropriate application and supporting documents to the Department of Housing and Urban Development (HUD) so the Authority can receive an additional 42 units of housing under the Section 8 Moderate Rehap Program. The Authority must have the authorization from the Commission in order to file the application while funds are available.

RESOLUTION NO. 2397

RESOLUTION AUTHORIZING AN APPLICATION FOR THE HUD SECTION 8 MODERATE REHABILITATION PROGRAM FUNDS

* *

RESOLUTION NO. 2397

RESOLUTION AUTHORIZING AN APPLICATION FOR THE HUD SECTION 8 MODERATE REHABILITATION PROGRAM FUNDS

* *

WHEREAS, the approved Housing Assistance Plan for the City and County of San Francisco includes the need to provide additional housing for moderate, low and very low income families through a variety of programs.

WHEREAS, the San Francisco Housing Authority has been notified by the Department of Housing and Urban Development through the Mayors Office of the availability of an additional 42 units under the Section 8 Moderate Rehabilitation Program.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. The Executive Director is hereby authorized to submit this application for the Section 8 Moderate Rehabilitation Program funds with the United States Department of Housing & Urban Development.

2. The Executive Director is hereby authorized to coordinate the application with the Bureau of Property Conservation, a Division of the San Francisco Department of Public Works, and utilize the technical and professional services of that Division as required and agreed upon.

3. Furthermore, the Executive Director is hereby authorized to perform all activities necessary and proper to affectuate this program.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

DATE: July 2, 1981

11. NEW BUSINESS: (continued)

Commissioner Westbrook moved to adopt the resolution and Vice-President Brooks seconded the motion. Resolution 2397 was UNANIMOUSLY APPROVED.

President Cook commented that this program is doomed to failure because it locks in a fifteen (15) year lease with an owner of a private building to lease the units to the Housing Authority at a higher level of payment for owners to modernize units. There are no known owners that are willing to lock themselves to a fifteen (15) year lease which will prohibit sale of that property. This program was devised in Washington D.C. by bureaucrats that do not understand housing in San Francisco.

Mr. Williams agreed with President Cook.

RESOLUTION NO. 2398

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION OF 20 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE I

* *

RESOLUTION NO. 2398

* * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION OF 20 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE I

* *

WHEREAS, on March 18 and 19, 1981, this Authority advertised for bids for the rehabilitation of 20 dwelling units in four apartment buildings in Hunters Point A Lower West Project, CAL 1-17A, Phase II, Site I; and

WHEREAS, on April 28, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Carlin Company, Inc.	$ 1,161,479.00
2.	S. J. Amoroso/Verrett Construction Co., JV	$ 1,186,000.00
3.	Henry L. Chapot & Associates	$ 1,512,984.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for rehabilitation of 20 dwelling units be awarded to Carlin Company, Inc., in the amount of $1,161,479.00

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt of formal approval from HUD to award the contract.

IV. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

V. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

_____

Counsel

_____

Date

RESOLUTION NO. 2399

RESOLUTION AUTHORIZING AWARD OF OCNTRACT FOR REHABILITATION OF 14 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE II

* *

RESOLUTION NO. 2399

* * * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR REHABILITATION OF 14 DWELLING UNITS IN HUNTERS POINT A LOWER WEST PROJECT CAL 1-17A, PHASE II, SITE II

* *

WHEREAS, on June 15, 1981, this Authority advertised for bids for the rehabilitation of 14 dwelling units in two apartment buildings in Hunters Point A Lower West Project, CAL 1-17A, Phase II, Site II; and

WHEREAS, on July 1, 1981, the following bids were received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	Carlin Company, Inc.	$684,222.00
2.	Leon Carlen & White Const. Co.	$705,000.00

WHEREAS, the Authority has evaluated the bids and has found that the low bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for rehabilitation of 14 dwelling units be awarded to Carlin Company, Inc., in the amount of $684,222.00.

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt of formal approval from HUD to award the contract.

IV. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

V. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

July 17, 1981
Date

11. NEW BUSINESS: (continued)

Commissioner Chuck moved to adopt resolutions 2398 and 2399 and Vice-President Brooks seconded the motions. Resolutions 2398 and 2399 was UNANIMOUSLY APPROVED.

Mr. Williams introduced resolution (h) expressing this resolution requests the Commissions authorization for he and Mr. Deasy to go to Washington D.C. to attend a NAHRO Conference at a Housing Forum in which a number of items of particular improtance to the public housing program will be discussed. More importantly he and Mr. Deasy have made arrangements to meet with some of the newly appointed HUD Officials. This will be the first time that any persons from the Housing Authority have had an opportunity to sit down with the new Officials from HUD.

RESOLUTION NO. 2400

RESOLUTION AUTHORIZING STAFF'S TRAVEL TO WASHINGTON D.C.
TO ATTEND A NAHRO CONFERENCE AND MEET WITH HUD OFFICIALS.
* *

RESOLUTION NO. 2400

RESOLUTION AUTHORIZING TRAVEL TO THE NAHRO 1981 NATIONAL HOUSING FORUM IN WASHINGTON, D.C. JULY 15-16, 1981 AND TO MEET WITH HUD OFFICIALS IN WASHINGTON D.C.

* *

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials (NAHRO); and

WHEREAS, NAHRO is conducting a National Housing Forum in Washington, D.C. which will deal in matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, arrangements have been made for the Executive Director and Deputy Executive Director to meet with HUD Officials in Washington, D.C. to discuss matters of concern to the San Francisco Housing Authority; and

WHEREAS, it is important for staff to participate in the NAHRO 1981 National Housing Forum and to meet with HUD Officials.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY COMMISSION OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director and Deputy Executive Director be authorized to travel to Washington, D.C. to attend the NAHRO 1981 Housing Forum and to meet with HUD Officials

2. That such travel be in conformance with the rules and regulations of the Authority's travel policies.

3. That this resolution shall be effective immediately.

APPROVED AS TO FORM:

_____
Connie Perry
Legal Counsel

DATED_____

11. NEW BUSINESS: (continued)

Commissioner Chuck moved to authorize staff's travel and Vice-President Brooks seconded the motion. Resolution No. 2400 was UNANIMOUSLY APPROVED.

REPORT OF CRIME ACTIVITY IN "THE PINK PLAZA" by Troy Dangerfield

Mr. Troy Dangerfield, Commander of the SFHA Police Department, addressed the Commission and reported onthe crime situation at the Pink Palace Project.

Commander stated that the criminal activity in this area is so high that he considers the situation to be an emergency. He suggested that the Housing Authority again try to secure special funding from the Mayor's Anti-Crime Program to assist in alleviating the crime problem in this area.

President Cook replied that he will contact the City Attorney and request the decision that an emergency did not exist be reconsidered. President Cook stated that it is vital that the Housing Authority receive the anti-crime funds for this immediate problem.

Commissioner Westbrook requested that the matter of crime and security in the Pink Palace Project be referred to the Site and Design Committee. He also suggested that tenant input be included in any final program.

An Off- Agenda resolution declaring an emergency in certian public housing projects was presented by President Cook.

RESOLUTION NO. 2401

DECLARATION OF EMERGENCY IN CERTAIN PUBLIC HOUSING PROJECTS

* *

RESOLUTION NO. 2401

DECLARATION OF EMERGENCY IN CERTAIN PUBLIC HOUSING PROJECTS

* *

WHEREAS, the San Francisco Housing Authority has responsibility for the management of certain public housing projects in the Western Addition known as the Yerba Buena Plaza and Yerba Buena Plaza Annex ("The Pink Palace");

WHEREAS, there has been a demonstrably sharp increase in the incidence of crime in the Western Addition; and

WHEREAS, a significant number of criminal incidents have occurred on the premises and in the immediate vicinity of the aforementioned projects; and

WHEREAS, the occurrence of criminal activities in and around the aforementioned projects have seriously jeopardized the comfort and security of the residents of these projects as well as those who do not reside in the projects but have occasions to be in the vicinity.

NOW THEREFORE BE IT RESOLVED THAT THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY DECLARES THAT:

The level of crime in and around the aforementioned projects constitutes a serious emergency to public housing residents as well as non-residents in that area; and

BE IT FURTHER RESOLVED THAT,the Commission of the San Francisco Housing Authority fully supports the efforts of Mayor Feinstein, the San Francisco Police Department, and the Housing Authority Police Department to alleviate the criminal activities in and around these particular projects.

APPROVED AT TO FORM:

Connie M. Perry
CONNIE PERRY, Legal Counsel

DATED: July 8, 1981

11. NEW BUSINESS: (continued)

Commissioner Westbrook moved to accept the Off-Agenda resolution before the Commission and Commissioner San Jule seconded the motion. Resolution No. 2401 was UNANIMOUSLY APPROVED.

2. ADJOURNMENT:

There being no further business the Commission Meeting of July 9, 1981 was adjourned at 11:40 a.m.

PRESIDENT

CARL L. WILLIAMS

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

July 15, 1981

TO: *SAN FRANCISCO HOUSING AUTHORITY COMMISSION*

Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

FROM: *EXECUTIVE DIRECTOR*

SUBJECT: *RESOLUTION 2111 - POLICY CHANGE FOR WAITING LIST, TENANT SELECTION AND CONTINUED OCCUPANCY*

It is recommended that the Resolution 2111 that establishes policy as it relates to tenant selection and continued occupancy be changed to reflect a more viable means of handling applicant rejection of available units.

At the present time, when a unit becomes available for leasing, the policy that we adhere to states that an applicant can reject three offers of available housing before she/he is placed at the bottom of the waiting list (based on bedroom size). There exists no stipulation relative to when the applicant will be taken off the eligibility list. Each time an applicant is given three offers and we receive three rejections, they then go to the bottom of the waiting list.

What is being requested is that after an applicant rejects our first offer for housing, we would then place the applicant at the bottom of the waiting list by bedroom size need. At such time as they again reach the top of the list, we would again offer the family a suitable unit. If the second offer is rejected, the family would then be withdrawn from the eligible applicant list. If the person again wanted to be considered for public housing, they would have to re-apply.

The policy as it stands reads as follows:

Resolution No. 2111, Sec. IV, Paragraph D, Subparagraphs a and b

D. After an applicant is selected for a particular unit, he or she will be promptly offered the unit. If an applicant rejects three such offers, other than for a justifiable reason as stated in subparagraph a and b below, the applicant shall be placed at the bottom of the waiting list. Each file shall contain notations reflecting the date of offer, location of the unit, and applicant's response.

a. If the applicant is willing to accept the unit offered but is unable to move at the time of the offer and presents clear evidence of his or her inability to move, the applicant shall retain his or her place on the eligible applicant list and be offered the next succeeding vacancy of appropriate size.

b. If an applicant presents to the satisfaction of this Authority clear evidence that acceptance of a given offer of a suitable vacancy will result in undue hardship or handicap not related to consideration of race, creed, color or national origin (such as inaccessibility to source of employment, children's day care and the like), the applicant shall retain his or her place on the eligible applicant list and be offered the next succeeding vacancy of appropriate size.

It is requested that the above policy be changed to read:

D. After an applicant is selected for a particular size unit, he or she will be offered the unit. If an applicant rejects such offer, other than for a justifiable reason as stated in subparagraph a or b below, the applicant shall be placed at the bottom of the eligible applicant list. At such time as they again reach the top of the list, they will again be offered a unit. If the unit is rejected after the second offer, the applicant shall be withdrawn from the eligible applicant list and may re-apply according to the application procedures as stated in Section 1 through IV, Pages 1-12 of Resolution No. 2111.

Subparagraphs a and b same as above.

This change in policy is requested because every applicant, when at all possible, deserves to receive at least one offer for housing. Right now we must offer prospective residents a maximum of three offers before we can place them at the bottom of the list. The delay in reaching other applicants on the waiting list is obvious.

By placing the applicant at the bottom of the list after the first rejection, we believe we would have more people accepting what is offered to them. This, of course, would mean we would have more units occupied quicker and decrease the chances of vandalism. The number of people on the eligibility list would also decrease.

I urge passage of this Resolution.

Carl L. Williams

Carl L. Williams

CLW:jlj

Attachment

RESOLUTION NO._____

RESOLUTION AUTHORIZING REVISION OF RESOLUTION 2111
AS IT RELATES TO POLICY GOVERNING THE ELIGIBILITY LIST
****

WHEREAS, the San Francisco Housing Authority has in the past offered prospective residents three (3) housing units before placing the applicant at the bottom of the waiting list; and

WHEREAS, the policy as outlined in Resolution 2111 poses a problem for the Authority in that the number of qualified applicants cannot be contacted within at least a one (1) year period of time; and

WHEREAS, it is imperative that we lease as quickly as possible the vacant units in public housing that are ready for occupancy; and

WHEREAS, applicants will not have to wait quite as long for an apartment because we will be able to purge the list; and

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY THAT:

1. The Resolution 2111, passed by the San Francisco Housing Authority Commission on September 22, 1977, shall be amended to reflect the following:

   D. After an applicant is selected for a particular size unit, he or she will be offered the unit. If an applicant rejects such offer, other than for a justifiable reason as stated in subparagraph a or b, the applicant shall be placed at the bottom of the eligible applicant list. At such time as they again reach the top of the list, they will again be offered a unit. If the unit is rejected after the second offer, the applicant shall be withdrawn from the eligible applicant list and may re-apply according to the application procedures as stated in Section 1 through IV, Pages 1-12 of Resolution No. 2111.

2. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
LEGAL COUNSEL

July 20, 1981
DATE

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

July 13, 1981

TO: *SAN FRANCISCO HOUSING AUTHORITY COMMISSION*

Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

FROM: *EXECUTIVE DIRECTOR*

SUBJECT: *CLOSING DOWN WAITING LIST*

I am recommending that the attached Resolution concerning the closing down of the applicant waiting list for conventional public housing be approved by the San Francisco Housing Authority Commission.

The waiting list would be temporarily closed down for six (6) months effective July 23, 1981, with staff retaining the option to re-open applications according to bedroom size at an earlier date if a need arises for applicants in that bedroom size category. In addition, applicants for housing during that period of time would be allowed to sign an informational sheet indicating an interest in housing. These applicants would be contacted in order that they might submit a formal application when the need for their bedroom size arises. When this group of persons has all been contacted according to the size unit they need, and should we have a substantial number of vacancies of a particular size, we will then advertise for sign-ups in the local newspapers.

Applications, however, will still be taken for persons displaced by public action or fire victims.

The reasons for closing down the applicant waiting list are as follows:

1. *The Department of Housing and Urban Development (HUD) recommends that applications should not be accepted if persons cannot be housed within approximately one (1) year. With our current waiting list of 3,000 seniors and 4,000 families, it is impossible to house applicants within a one year's period of time.*

2. *Senior citizen applicants who have applied several years ago are not being housed because they fall in the category of "paying excessive rent." This category is superceded by applicants in other categories who may be in "sub-standard housing" or "about to be without housing" categories.*

It appears unfair that individuals who have been waiting several years for housing may never be offered a unit, even though their rents are exorbitant and consequently leaves them with little income on which to subsist.

3. The Rentals Division must reorganize all aspects of its operations in order to computerize the application process. By accomplishing this, the Division will be better able to promptly process applications, determine applicant eligibility, provide an effective screening program and select from the waiting list eligible applicants for appropriate housing within a year as recommended by HUD. This will also allow time for monitoring the eligibility criteria established by HUD Regulations and SFHA policy to insurance adherence to those policies and regulations.

4. The Rentals Division is currently attempting to process 350-400 applications a month; screen out undesirable applicants for housing; make referrals of applicants to Project Management Offices, which have available units; and, handle the referral of applicants to Hunters Point modernization units. With the current size of the staff, it is not possible to effectively perform all of these assignments in a timely manner. Since, the Authority is not in a position to hire additional staff, it seems most appropriate to stop taking applications and to insure that the other duties which can result in a financial benefit to the Authority be performed.

5. It is imperative that we be able to purge the existing waiting list of those persons no longer interested in housing. When this is accomplished we will be able to take a more realistic look at our waiting lists as well as give better projections on how soon a family may be housed.

6. Better screening of prospective tenants must happen if we are to place more responsible residents in public housing units. Screening is a time-consuming process that oftentimes requires more than one visit by a prospective tenant. By closing down the waiting list, present time will be freed up to spend more time screening.

I urge passage of this Resolution.

Carl L. Williams

CLW:jlj

Attachment

RESOLUTION NO._____

RESOLUTION ESTABLISHING ADMINISTRATIVE PROCEDURE RELATIVE TO APPLICANT WAITING LIST AND THE TEMPORARY DISCONTINUANCE OF ACCEPTING APPLICATIONS FOR PUBLIC HOUSING.

****

WHEREAS, the San Francisco Housing Authority presently has a waiting list of approximately 7,000 families; and

WHEREAS, it is unreasonable to believe that the Housing Authority can provide housing for all eligible families within a one (1) year period of time or in some cases, if we will ever be able to provide housing; and

WHEREAS, DHUD recommends that applications not be accepted if housing cannot be available within a one year period.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the waiting list be temporarily closed down for a six (6) month period of time, effective July 23, 1981.

2. That staff retain the option of re-opening the applications according to bedroom size at such time as the need arises; and

3. That all persons interested in public housing be allowed to sign an informational sheet indicating their interest and be notified of unit availability in accordance with the new established administrative procedure.

APPROVED AS TO FORM:

Connie M. Perry
LEGAL COUNSEL

July 20, 1981
DATE

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SAN FRANCISCO
HOUSING AUTHORITY
440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

July 15, 1981

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PUBLIC NOTICE

THE San Francisco Housing Authority Commission will meet as a Committee of the Whole at 3:00 P.M. on Friday, July 17, 1981, in the Commission Room at 440 Turk Street.

The items for discussion will be:

1. Security window screens for Yerba Buena Plaza and Plaza Annex projects
2. Conversion of the Pink Place project from family units to Senior citizen units.
3. Conversion of public housing units to co-ops and condominiums.

R. E. Koeritz

Richard E. Koeritz
Acting Executive Director

Preston Cook, President

SAN FRANCISCO HOUSING AUTHORITY

July 17, 1981

The minutes for this meeting are missing

Preston Cook, President

SAN FRANCISCO
HOUSING AUTHORITY
440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

July 17, 1981

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PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 10:00 a.m., Thursday, July 23, 1981 at 440 Turk Street, San Francisco, California.

Carl L. Williams
Executive Director

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7/23/81

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION
WILL BE HELD ON THURSDAY, July 23, 1981 , 1980, 10:00 a.m.
AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution 2111 - Policy Change For Waiting List, Tenant Selection and Continued Occupancy

   (b) Resolution - Resolution - Moratorium On Applicant Waiting List For Conventional Public Housing

12. ADJOURNMENT:

Carl L. Williams

CARL L. WILLIAMS
EXECUTIVE DIRECTOR

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7/23/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, July 23, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, July 23, 1981.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:00 a.m.

Roll Call found the following the members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
James G. Fussell, Jr., Commissioner

EXCUSED: Elouise Westbrook, Commissioner
Reverend Harry Chuck, Commissioner

A Quorum was present.

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2. VISITORS:

Cleo Wallace, PHTA
Christine Neal, PHTA
Johnie Tims, Sunnydale
Frances Raston, Sunnydale
Sadie Gray, PHTA-Sunnydale

3. APPROVAL OF AGENDA:

Commissioner San Jule motioned to approve the agenda and Vice-President Brooks seconded the motion. The Agenda of July 23, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to accept the minutes of July 9, 1981 and Vice-President Brooks seconded the motion. The minutes of July 9, 1981 was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams, Secretary/Executive Director, brought to the attention of the Commission the request from the President and Secretary of the Sunnydale Tenant Organization to conduct one (1) of the future commission meetings at the Sunnydale Community Center to listen to concerns that the residents in that area have regarding maintenance, security and number of other items. Copies of this letter will be sent to each Commissioner.

President Cook suggested and the Commission UNANIMOUSLY APPROVED the first regular Commission Meeting in the month of September to be held at the Sunnydale Community Center. The President of Sunnydale Tenants Association, Mrs. Sadie Gray agreed to this date.

6. REPORT OF SECRETARY:

Mr. Williams reported on his trip to Washington, D.C.. He stated that the purpose of the trip was to attend the NAHRO Housing Forum and to meet with HUD officials.

Mr. Williams and Mr. Deasy, Deputy Executive Director, met with Under Secretary Donald Hovde, Deputy Assistant Secretary George Hipps, Phillip Abrams, General Deputy Assistant Secretary and Janice Rattley, Director, Project Management Division, Office of Public Housing.

Mr. Williams reported the following:

(a) There is apparently no change in the HUD position regarding funding at the 85.5% level of operating subsidies.

(b) The Administration is very concerned with regulatory changes as a way of improving the finanical conditions of local authorities.

(c) There is a recognition at HUD that the plight of the large urban housing authorities are substantially different than the smaller authorities. As a consequence, HUD is developing policies and regulations to reflect a "two PHA" concept.

(d) The HUD emphasis is on better management by local authorities rather than providing additional funds.

(e) There is very little support at HUD for the construction of new public housing. The Administration supports pending legislation to convert acquisition funds to modernization programs.

6. REPORT OF SECRETARY: (continued)

Mr. Barney Deasy, Deputy Executive Director, reported on his visit with the Executive Director of the Chicago Housing Authority and his tour of the Cabrini Green Project (this is the project that Mayor Byrnes moved into). He reported that the Chicago Housing Authority's problems are similar to the problems at San Francisco Housing Authority but 10 times the magnitude because virtually all of the 4,500 units are high rise buildings. He said that 2 million dollars is spent annually on elevator maintenance alone in Chicago. They have been granted some financial relief and they are basically spending modernization monies on operations with a promise that these monies will be returned as soon as next years operating subsidies are received. The Chicago Housing Authority is in very difinite financial straits. There is a 10% vacancy factor and serious problems with vandalism and crime.

Mr. Deasy reported on his tour of Cabrini Green Project referring to a situation that could be repeated at the SF Housing Authority stating that tremendous monies were spend in security, every project door was replaced with heavy duty aluminum and thick lock bolts and they installed expensive monitoring equipment in each lobby for the purpose of monitoring elevators and laundry exits but there is no money available to employ staff to operate the equipment. There was only enough available money for this expensive equipment to be installed in two (2) high rises. He stated the maintenance was fairly good and the resident security, who escorted Mr. Deasy, was well known around the project that housed nearly 3,000 residents. The residents felt very positive about the Mayor's stay in the Cabrini Green Project, the general feeling was that the tenants benefited from the Mayor's actions. The Cabrini Green Project is in a good neighborhood and it's giving rise to Real Estate industry whose concerns and interests are to convert the high rise to middle income condominiums.

In response to a query from Commissioner Fussell, Mr. Deasy stated that the CHA's annual budget is approximately $120 million. Their operating subsidy is 75% of their total budget. He stated that they are currently facing a deficit of $40-$50 million dollars. He also reported they have a staff of 2,500.

Mr. Deasy also stated that the CHA does not have their own police department. Instead, the Chicago Police Department maintains a sub-station on the project grounds. That station has a complement of 40 officers. He said that all security is provided by the City police or private security firms.

Mr. Deasy pointed out that the CHA has 25,000 units and a tenant population of approximately 149,000. He said there are 19 projects; all are 19 to 20 story high rises.

7. COMMITTEE REPORTS:

President Cook recalled that there was a Site and Design Committee Meeting held on Friday, July 17, 1981 at which time the Commission met as a whole to discuss the conversion of the Pink Palace. President Cook also stated that this subject will be discussed again at the next regularly scheduled Commission Meeting which will be held at 1111 Buchanan Street. Secretary, Mr. Williams, noted that the subject of the conversion will probably be the only item on the agenda.

Commissioner Fussell emphasized any input from the residents would be appreciated. He also noted that the press releases regarding the Site and Design Committee meeting had mixed reviews.

8. REPORT OF COUNSEL:

NONE

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleo Wallace, First Vice-President, PHTA, gave a status report regarding the on-going food program. She also reported that $7,500.00 was received from the Mayor's office for summer field trip for the youths who are residents of public housing. She stated that other agencies are also assisting in this program.

President Cook asked Ms. Wallace if she had received the table and chairs she requested for the food program. Ms. Wallace responded that the chairs and tables were received and she extended her thanks to the Commission for their assistance.

10. UNFINISHED BUISNESS:

In response to a request for a status report concerning boilers, Mr. Barney Deasy addressed the Commission and presented a copy of an up to-date inspection report. He stated the boiler contracts are still underway, and the work is preceeding and will be completed by the middle of August. The scheduling problems have caused some delays but those problems are worked out as they occur. The Authority is under contract with an engineering firm to develop specific recommendations on the boilers for North Beach and Potrero which has been funded on a MOD Program for replacement and repair.

SAN FRANCISCO HOUSING AUTHORITY
BOILER STATUS REPORT

DATE: July 23, 1981 - Page 2 of 11 (Area 1)

BOILER #	LOCATION (PROJECT)	BOILER COND.	TUBE COND	INSPECT DATE	REMARKS/SPECIAL PROBLEMS
1	1880 Pine	Good	Fair	6-23-81	Install air vent, various leaks
2	1880 Pine	Fair	Fair	6-23-81	various leaks, control problems
1	2698 California	Good		6-25-81	
2	2698 California	Good		6-25-81	Control problems

DATE: July 23, 1981 - Page 4 of 11 (Area 2)

1	491 31st Ave.	Good	Good	7-16-81	Leak at boiler inlet

DATE: July 23, 1981 - Area 4

1	364 Valencia	Good		6-1-81	Poor pump wiring, replace feeder assembly
2	1710 15th Street	Good		6-9-81	Poor pump wiring, install flu cover plate
3	1734 15th Street	Good		6-5-81	Poor pump wiring
4	1754 15th Street	Fair		6-7-81	Replace piping on feeder, remove rust, unclog make-up line
5	1770 15th Street	Fair		6-3-81	Repair M&M flost control piping, install gauge glass & cocks on expansion tanks
6	1794 15th Street	Good		6-2-81	Copper/gal. pipe connection, various leaks
7	285 Guerrero	Fair	Fair	6-1-81	Copper/gal. pipe connection, rear section very thin
1	1855 15th Street	Good		6-18-81	Exposed asbestos

SAN FRANCISCO HOUSING AUTHORITY
BOILER STATUS REPORT

DATE July 23, 1981 - Area 4

BOILER	LOCATION (PROJECT)	BOILER COND.	TUB COND.	INSPECT. DATE	REMARKS/SPECIAL PROBLEMS
2	1855 15th Street	Good		6-18-81	broken guage, various leaks
3	1855 15th Street	Good		6-18-81	
DATE: July 23, 1981 - Area 6					
1	255 Woodside	Good	Good	7-14-81	
2	255 Woodside	Good	Fair	7-14-81	Tube leaks, replace piping on low water device
DATE: July 23, 1981 - Area 7					
1	1021 Fitzgerald	Fair	Fair	5-22-81	Circulating pump leak, repair m941C, controls need attention
2	100 Cameron	Fair	Poor	5-22-81	Various Leaks, Front Tube sheet wet, replace #51 head, controls need attention
3	60 Nichols	Fair	Fair	5-22-81	Fireside sooty, various leaks, hardware missing-controls need attention
4	2 Cameron	Good	Good	5-22-81	Controls need attention
5	2525 Griffith	Poor	Fair	5-22-81	Safety relief valve frozen, various leaks, broken high pressure gas switch, boiler very dirty

Mr. Deasy stated that the boilers are in bad shape and he suggested staff and the Commission to try to resolve the continuing problem with the boilers. He stated that recommendations for a number of options are being reviewed and will be forth coming.

Commissioner Fussell asked within the existing funding if the boiler problem could be taken care of over the next fiscal year. Mr. Deasy answered that it could.

Commissioner Patterson inquired about the condition of the boilers at 1880 Pine Street, she noted that she had a flood in her apartment. Mr. Williams replied that except for the problem that occurred in Mrs. Patterson's apartment, he was unware of any other problems with the boilers at 1880 Pine. Mr. Deasy stated there have been some individual problems but those have been corrected.

Ms. Wallace asked about the boilers on Hermann Street. Mr. Deasy responded that the report from the contractors on Hermann Street has not been issued at this time.

Mr. Deasy reported on the elevators, stating that the contracts have been sent to Otis Elevator Company. He said the Authority has received funding and after completion of the fabrication, the elevators will be replaced two (2) at a time. The Ping Yuen elevators are in the process of being replaced and the contract is on going with Westinghouse Elevators. The elevator contract consists of rehabing and upgrading to bring the elevators up to code as well as installing more modern vandalism equipment.

Mr. Deasy mentioned that other elevator companies have been in contact with the Authority claiming they can do a better job for less and staff will review this matter.

Mr. Williams stated most of the elevators are in the Plaza Area and mentioned that staff is pleased with HUD approving the authorization to go ahead on the Modernization ofthe elevators.

President Cook referred to a news paper article which stated that the Authority is due in court because of failure to provide adequate or proper fire code work. Mr. Barney Deasy stated that the Authority will be able to present the Fire Department and the City Attorney's Office with evidence that sufficient progress has been made in terms of meeting the fire code violations. The Authority has completed the installation of the valves on the dry stand pipes in the projects and the contract for the issuing of repair for the fire alarm system in the Pink Palace is now in process. The repairs in Plaza East will be handled by the Authority's staff.

11. NEW BUSINESS:

Mr. Williams introduced the first item under New Business stating this resolution seeks to amends Resolution No. 2111 regarding occupancy standards for public housing. He explained that the Authority is trying to make changes in the number of times that the Authority will offer a unit to a perspective tenant before the application is moved to the bottom of the waiting list. Current policy permits the showing of three (3) units or making three (3) offers to the perspective tenant. Staff's time is consumed considerably in this effort and with the back log of applicants and shortage of staff, he recommended the adoption of the revision of this housing policy. He stated this will stream line the process by reducing the number of offers made to applicants.

RESOLUTION NO. 2402

RESOLUTION AUTHORIZING REVISION OF RESOLUTION 2111
AS IT RELATES TO POLICY GOVERNING THE ELIGIBILITY
LIST

* *

RESOLUTION NO. 2402

RESOLUTION AUTHORIZING REVISION OF RESOLUTION 2111
AS IT RELATES TO POLICY GOVERNING THE ELIGIBILITY LIST
****

WHEREAS, the San Francisco Housing Authority has in the past offered prospective residents three (3) housing units before placing the applicant at the bottom of the waiting list; and

WHEREAS, the policy as outlined in Resolution 2111 poses a problem for the Authority in that the number of qualified applicants cannot be contacted within at least a one (1) year period of time; and

WHEREAS, it is imperative that we lease as quickly as possible the vacant units in public housing that are ready for occupancy; and

WHEREAS, applicants will not have to wait quite as long for an apartment because we will be able to purge the list; and

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY THAT:

1. The Resolution 2111, passed by the San Francisco Housing Authority Commission on September 22, 1977, shall be amended to reflect the following:

   D. After an applicant is selected for a particular size unit, he or she will be offered the unit. If an applicant rejects such offer, other than for a justifiable reason as stated in subparagraph a or b, the applicant shall be placed at the bottom of the eligible applicant list. At such time as they again reach the top of the list, they will again be offered a unit. If the unit is rejected after the second offer, the applicant shall be withdrawn from the eligible applicant list and may re-apply according to the application procedures as stated in Section 1 through IV, Pages 1-12 of Resolution No. 2111.

2. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry
LEGAL COUNSEL

July 20, 1981
DATE

Mr. Dennis Guest, Director of Resident Services, addressed the Commission and explained the reason for staff's recommendation. He stated that after an applicant rejects staff's first offer for housing the Authority then places the applicant at the bottom of the waiting list by bedroom size need. At such time as the applicant again reach the top of the list, the Authority would again offer the family a suitable unit. If the second offer is rejected the family would then be withdrawn from the eligible applicant list. If the person again wanted to be considered for public housing, they would have to re-apply.

Mr. Guest read the current policy and staff's recommended policy:

The policy as it stands reads as follows:

Resolution No. 2111, Sec. IV, Paragraph D, Subparagraphs a and b

D. After an applicant is selected for a particular unit, he or she will be promptly offered the unit. If an applicant rejects three such offers, other than for a justifiable reason as stated in subparagraph a and b below, the applicant shall be placed at the bottom of the waiting list. Each file shall contain notations reflecting the date of offer, location of the unit, and applicant's response.

a. If the applicant is willing to accept the unit offered but is unable to move at the time of the offer and presents clear evidence of his or her inability to move, the applicant shall retain his or her place on the eligible applicant list and be offered the next succeeding vacancy of appropriate size.

b. If an applicant presents to the satisfaction of this Authority clear evidence that acceptance of a given offer of a suitable vacancy will result in undue hardship or handicap not related to consideration of race, creed, color or national origin (such as inaccessibility to source of employment, children's day care and the like), the applicant shall retain his or her place on the eligible applicant list and be offered the next succeeding vacancy of appropriate size.

It is requested that the above policy be changed to read:

D. After an applicant is selected for a particular size unit, he or she will be offered the unit. If an applicant rejects such offer, other than for a justifiable reason as stated in subparagraph a or b below, the applicant shall be placed at the bottom of the eligible applicant list. At such time as they again reach the top of the list, they will again be offered a unit. If the unit is rejected after the second offer, the applicant shall be withdrawn from the eligible applicant list and may re-apply according to the application procedures as stated in Section 1 through IV, Pages 1-12 of Resolution No. 2111.

Subparagraphs a and b same as above.

This change in policy is requested because every applicant, when at all possible, deserves to receive at least one offer for housing. Right now we must offer prospective residents a maximum of three offers before we can place them at the bottom of the list. The delay in reaching other applicants on the waiting list is obvious.

By placing the applicant at the bottom of the list after the first rejection, we believe we would have more people accepting what is offered to them. This, of course, would mean we would have more units occupied quicker and decrease the chances of vandalism. The number of people on the eligibility list would also decrease.

A lenthly discussion ensued regarding the waiting list for public housing.

Commissioner San Jule requested a monthly status report on units being taken off or placed back on the rent rolls and occuppied units (a monthly unit status report)

Ms. Cleo Wallace, First Vice-President, PHTA, addressed the Commission, and she referred to the waiting list and stated that some applicants are being placed in units after three (3) weeks from the date of their application. She questioned staff informing the applicants that its at least a years wait on the waiting list. She reminded the Commission that the policy indicates that the Authority only holds a unit for 24 hours and if that unit is turned down it should be available for leasing to the next eligible applicant.

Ms. Wallace noted the problems that she has experienced regarding the waiting list appearing to be a lack of communication between the rental department, maintenance department and the project area managers. She stated the units are left unoccuppied which is the major cause ofthe vandalized units.

Ms. Wallace also commented on pressure form the Mayor's Office and other political offices concerning the housing of applicants regardless of where they are on the waiting list. She made reference to a unit in Sunnydale that was repaired especially for an applicant who had complained to the Mayor's Office. She stated this kind of pressure from the Mayors Office and other political offices causes problems.

Ms. Wallace referred to the seniors who live in family units who do not want to relocate because of convenience. She also noted that some applicants will not accept any apartment unless it is in the Ping Yuen project and this need to be dealth with.

She stressed that fact that if a person needs housing they will accept any area that is available.

Commissioner Fussell asked Ms. Wallace as to whether she was in favor or against the resolutions pertaining to the waiting list because she addressed problems for both sides.

Ms. Wallace stated she did present agruments on both sides because the policy should be weighted each way in terms of what direction is going to be taken.

Commissioner Fussell expressed concern regarding the Housing Authority getting political pressures to house applicants before they are actually eligible.

Commissioner Fussell moved to approve and accept Resolution No. 2402 and Commissioner San Jule seconded the motion. Resolution No. 2402 was UNANIMOUSLY APPROVED.

Mr. Williams summarized the next resolution stating basically this resolution closes down the applicant waiting list for conventional public housing for a period of six (6) months for the purpose of updating the waiting list.

RESOLUTION NO. 2403

RESOLUTION ESTABLISHING ADMINISTRATIVE PROCEDURE RELATIVE TO APPLICANT WAITING LIST AND THE TEMPORARY DISCONTINUANCE OF ACCEPTING APPLICATIONS FOR PUBLIC HOUSING

* *

RESOLUTION NO. 2403

RESOLUTION ESTABLISHING ADMINISTRATIVE PROCEDURE RELATIVE TO APPLICANT WAITING LIST AND THE TEMPORARY DISCONTINUANCE OF ACCEPTING APPLICATIONS FOR PUBLIC HOUSING.

****

WHEREAS, the San Francisco Housing Authority presently has a waiting list of approximately 7,000 families; and

WHEREAS, it is unreasonable to believe that the Housing Authority can provide housing for all eligible families within a one (1) year period of time or in some cases, if we will ever be able to provide housing; and

WHEREAS, DHUD recommends that applications not be accepted if housing cannot be available within a one year period.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the waiting list be temporarily closed down for a six (6) month period of time, effective July 23, 1981.

2. That staff retain the option of re-opening the applications according to bedroom size at such time as the need arises; and

3. That all persons interested in public housing be allowed to sign an informational sheet indicating their interest and be notified of unit availability in accordance with the new established administrative procedure.

APPROVED AS TO FORM:

Connie M. Perry
LEGAL COUNSEL

July 20, 1981
DATE

Mr. Dennis Guest addressed the Commission stating staff's reasons for recommending the closing down the applicant waiting list and HUD's guidelines regarding applicantions.

The waiting list would be temporarily closed down for six (6) months effective July 23, 1981, with staff retaining the option to re-open applications according to bedroom size at an earlier date if a need arises for applicants in that bedroom size category. In addition, applicants for housing during that period of time would be allowed to sign an informational sheet indicating an interest in housing. These applicants would be contacted in order that they might submit a formal application when the need for their bedroom size arises. When this group of persons has all been contacted according to the size unit they need, and should we have a substantial number of vacancies of a particular size, we will then advertise for sign-ups in the local newspapers.

Applications, however, will still be taken for persons displaced by public action or fire victims.

The reasons for closing down the applicant waiting list are as follows:

1. *The Department of Housing and Urban Development (HUD) recommends that applications should not be accepted if persons cannot be housed within approximately one (1) year. With our current waiting list of 3,000 seniors and 4,000 families, it is impossible to house applicants within a one year's period of time.*

2. *Senior citizen applicants who have applied several years ago are not being housed because they fall in the category of "paying excessive rent." This category is superceded by applicants in other categories who may be in "sub-standard housing" or "about to be without housing" categories.*

It appears unfair that individuals who have been waiting several years for housing may never be offered a unit, even though their rents are exorbitant and consequently leaves them with little income on which to subsist.

3. *The Rentals Division must reorganize all aspects of its operations in order to computerize the application process. By accomplishing this, the Division will be better able to promptly process applications, determine applicant eligibility, provide an effective screening program and select from the waiting list eligible applicants for appropriate housing within a year as recommended by HUD. This will also allow time for monitoring the eligibility criteria established by HUD Regulations and SFHA policy to insurance adherence to those policies and regulations.*

4. *The Rentals Division is currently attempting to process 350-400 applications a month; screen out undesirable applicants for housing; make referrals of applicants to Project Management Offices, which have available units; and, handle the referral of applicants to Hunters Point modernization units. With the current size of the staff, it is not possible to effectively perform all of these assignments in a timely manner. Since, the Authority is not in a position to hire additional staff, it seems most appropriate to stop taking applications and to insure that the other duties which can result in a financial benefit to the Authority be performed.*

5. *It is imperative that we be able to purge the existing waiting list of those persons no longer interested in housing. When this is accomplished we will be able to take a more realistic look at our waiting lists as well as give better projections on how soon a family may be housed.*

6. *Better screening of prospective tenants must happen if we are to place more responsible residents in public housing units. Screening is a time-consuming process that oftentimes requires more than one visit by a prospective tenant. By closing down the waiting list, present time will be freed up to spend more time screening.*

Commissioner Fussell moved to accept and approve Resolution No. 2403 and Commissioner San Jule seconded the motion. Resolution No. 2403 was UNANIMOUSLY APPROVED.

President Cook asked if there were any other procedure that would explain to each prespective resident what the temporary closing down of the application means. He suggested that a written explanation be given to prospective tenants when applications are taken again.

Mr. Guest stated that there will be an information sheet available to the applicants when they sign up for rental availability.

Mrs. Christine Neal, PHTA - Alice Griffith, addressed the Commission and explained that there are many vacant units in Alice Griffith and reservations should only be held for 24 hours. She stated that vandals are stealing the pipes causing plumbing problems, and also causing other problems.

Commissioner Fussell stated that he is very concerned about the accusation of political pressures from the Mayor's Office and any other political agency. He stated that the Commission does not favor any types of political pressures in obtaining housing for applicants and asked for the names of those persons encouraging this.

Mr. Williams explained that persons who feel that they are not receiving consideration will talk to people on the Mayor's Staff and write letters to the Mayor and those communications will be forwarded to the Housing Authority. He stated he does not characterized this action as political pressure. He said it is a function of the Mayor's Staff to make inquiries that come to their attention concerning mistreatment and or lack of attention being given to them. He stated that he does not know of any instances where the Mayor has applied any pressures to house a particular person. He referred to an individual from the Mayor's staff asking that personal attention be given to a certain application and he stated he will speak to the Mayor about this matter.

Commissioner Fussell requested a letter be written to the Mayor requesting that any inquiries from applicants be referred to the Commission as well as complaints and letters requiring responses. He reiterated that he would be very disappointed if there is political circumventures and pressures put on the Housing Authority's staff because this action would not be in the interest of the Housing Authority.

A lengthy discussion ensued regarding this matter.

President Cook referred to a request from the Mayor's Office asking him to look into this matter and he spend a few hours in the rentals department with Mr. Guest and Ms. Collins, Supervisor of entals. He stated he felt very good about that meeting and felt certain there were no political pressure going on in the housing authority. He asked Mr. Guest to send a copy of the letter prepared for the Mayor on this subject to the Commission.

A Sunnydale Resident addressed the Commission and asked what happened to the monies to paint the exterior of the building. She said that a year ago buildings were painted on only one side and left unfinished.

President Cook asked Mr. Barney Deasy to look into this matter and have a response at the meeting which will be held in the Sunnydale Project, the first Commission Meeting in September.

12. ADJOURNMENT:

There being no further business the meeting was adjourned by President Cook at 11:46 a.m.

PRESIDENT

CARL L. WILLIAMS
Secretary/Executive Director

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#1
8/13/81

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY AUGUST 13 ,1981
10 A.M., 1111 BUCHANAN STREET, SAN FRANCISCO, CALIF.

TENTATIVE AGENDA
********* ******

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    Conversion Of The Yerba Buena Plaza Annex (Pink Palace) To a Project Exclusively For Seniors.

11. NEW BUSINESS:

12. ADJOURNMENT:

Carl L. Williams
Executive Director

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#3
3/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, August 13, 1981

1111 Buchanan Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the Public Housing Tenants Association at 1111 Buchanan Street, San Francisco, California, on Thursday, August 13, 1981, at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m.

Roll Call found the following members to be:

PRESENT:	Preston Cook, President Betty Brooks, Vice-President Joan Byrnes San Jule, Commissioner Beatrice Patterson, Commissioner James G. Fussell, Jr., Commissioner Reverend Harry Chuck, Commissioner
EXCUSED:	Elouise Westbrook, Commissioner
ALSO PRESENT:	Carl L. Williams, Secretary/Executive Director

A Quorum was present.

2. VISITORS:

President Cook stated he is in receipt of the visitors cards and he will acknowledge and call upon them in order when the Agenda begins.

3. APPROVAL AGENDA:

Commissioner San Jule moved to approve the agenda and Vice-President Brooks seconded the motion. The Agenda of August 13, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

The minutes of the Site and Design Committee meeting as a whole on July 17, 1981 and the minutes of the regular Commission meeting on July 23, 1981 were combined for a motion of approval. Commissioner San Jule moved to accept both minutes and Vice-President Brooks seconded the motion. The minutes of July 17, 1981 and July 23, 1981 was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORTS:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

President Cook requested to detain the Tenant Representative Report until after hearing from residents of the Pink Palace and other persons present to discuss that particular issue.

10. UNFINISHED BUSINESS:

President Cook reminded everyone that there has been one (1) meeting on this topic and the Commission decided to come to 1111 Buchanan Street, on site, to hear more about the conversion and to allow staff time to prepare documentation on the conversion. He stated that no decision by the Commission will be made on the conversion today on the possible conversion of the Pink Palace to senior housing. He stated that all of the Commissioners need time to digest the material that is being presented today by staff and more public testimony. He stated that decision will be made at the next regular Commission Meeting, August 27, 1981

Conversion of the Yerba Buena Plaza Annex (Pink Palace) To A Project Exclusively for Seniors:

(a) Staff Presentation:

Secretary/Executive Director, Mr. Carl Williams, stated based on the Commission request, staff have reviewed this matter in detail and depth and have provided the Commission with an outline of the related issues and an outline of the options that are available to the Commission to consider this important matter. Staff has provided a range of options in terms of cost as well as management and social solutions to this problem.

Mr. Williams introduced Mr. Barney Deasy, Deputy Executive Director and Mr. Ron Atkielski, Chief of Modernization to review the analysis outline.

Mr. Deasy referred to the directive from the Commission to evaluate the different proposals for the Pink Palace and pointed out the graphics that was developed to portray the existing condition, the conversion of thw project to senior housing, and rehabing for sizable family units.

Mr. Deasy stated if the "Pink Palace" was converted to family units the unit composition would be reduced from 211 units to 146 units. This would be composed of 122 two (2) bedroom units, 20 three (3) bedroom units and the same four (4) bedroom units. If it's converted to senior housing the composition would be 199 units there would be some loss of units because staff does not desire seniors to live on the ground floor. He stated another consideration should be taken on evaluation this proposal is what the Housing Authority is planning to do under the Comprehensive Modernization Program by HUD. He said currently in the Plaza Developments, East and West there are 608 units and 224 units are one (1) bedroom units, Plaza also constitutes a situation where there are family projects with 224 units that are primarily rentable to senior citizens, handicapped persons or very small families. The Authority is proposing to convert almost all of the one (1) bedroom units in the Plaza to two (2) bedroom units to create more of a family resource so the Authority's staff is proposing change in both projects as well.

Mr. Deasy and Mr. Atkielski reviewed the analysis with the Commission and answered questions regarding the analysis of the conversion.

The Analysis was presented as follows and made a part of the official minutes;

Yerba Buena Plaza Annex

I. Existing Problems

A. Social:
1. Crime
2. Reputation
3. Young prey on the old in the project
4. Residents do not look out for each other

B. Management:
1. No management staff in the project
2. Chronic vacancies

C. Physical:
1. Unit sizes best suit seniors - not families
2. No office or social space
3. Code violations can't be remedied - vandalism
4. No special features for seniors

II. Solutions

A. Convert to all Families:

1. Social Solutions:

a.	Move remaining seniors	6,000*
b.	Provide security guards	114,000
c.	Provide social staff	35,000
d.	Implement "anti-crime" measures (as at North Beach)	
e.	Implement a "low density" rental policy	

(* one time cost)

2. Management Solutions:

a.	Provide an on-site project office	
b.	Provide 2 Resident Assistants	8,000.

ANNUAL TOTAL COST $157,800.

3. Physical Solutions
a. Minimum improvements - will provide a safe and clean if spartan environment. Work will include the following: (Estimate Cost $3,208,545)

1) Provide a management office
2) Provide a community space
3) Provide a laundry
4) Eliminate all studio and one bedroom units by combining them with adjacent units
5) Rehab elevators
6) Provide improved door and window security
7) Provide smoke detectors and fire extinguishers
8) Provide new security mailboxes
9) Repair all damaged items in project

b. Desired Improvements - The upgrading of the project to a level equal to a new project: Additional work will include the following: (estimated additional cost $2,362,671)

1) Relandscape public areas
2) Repaint the building and units
3) Modernize the units as follows:

Provide showers over tubs
Remodel kitchens (new appliances)
Provide bedroom closet doors
Provide new light fixtures

B. Convert to All Seniors

1. Social Solutions:

a. Move remaining families	75,000*
b. Provide security guards	227,500
c. Provide social staff	120,250
d. Provide for services from other social agencies	
e. Provide a minibus for project	19,240

(*one time cost)

2. Management Solutions

a. Provide an on-site project office	54,500
b. Provide 2 resident assistants	12,000
	433,490

3. Physical Solutions

a. Minimum Improvements - will provide a safe and clean if spartan environment. This level of improvements could make the project difficult to market. Work will include the following: (estimated cost $2,567,131)

1) Replace childrens play equipment with landscaping
2) Connect project to 1111 Buchanan Street
3) Install intercom system
4) Provide a management office
5) Provide a community space
6) Provide office space for social staff
7) Provide office space for service agencies
8) Provide a laundry
9) Provide door and window security
10) Provide an emergency alarm system in each unit
11) Provide new mailboxes
12) Modify bathrooms per senior needs

Grab bars
Shower over tub
Change bathroom doors to swing outwards

13) Rehab elevators
14) Provide smoke detectors and fire extinguishers
15) Repair all damaged items in project

b. Desired Improvements - will provide the level of amenities found in all other Authority senior buildings. Work will include the following: (estimated additional cost $2,060,413)

1) Paint the building and units
2) Provide an enclosed ground floor lobby
3) Provide an enclosed elevator lobby at each floor
4) Provide space for a coop store
5) Provide corridor railing at each floor
6) Provide public area seating (in lobbies)
7) Provide two additional lounge areas
8) Provide one additional laundry
9) Modernize the units as follows:

Remodel kitchens including new appliances
Provide bedroom closet doors
Provide new light fixtures
Provide drapery for each window

III. Implementation

A. Funding

To provide the needed modifications a great deal of money will be required. As of now only the CIAP can provide funds at the level needed.

1. CIAP

a. The 1981 CIAP allocation is scheduled for Plaza West, it is too late to change projects
b. The 1982 CIAP is estimated at $11,000,000. and the preliminary plan was to complete the Plaza West and Plaza East Developments prior to the implementation of Modernization activities in other projects. Additional funding will be requested in subsequent years to complete modernization activities on

1) The Plaza Annex (costs as noted above)
2) Hunters Point 1-17(B) $6,500,000
3) Potrero Annex $7,500,000
4) Alice Griffith 3-Story Buildings $2,000,000

All of these developments need modernization and priorities for funding should be established at the earliest possible date.

c. The 1983 CIAP funding level is not known at this time, but it can be assumed that Modernization funds will be available to the SFHA for FY 83. Also, the impact of the newly approved option of moving development funds into the CIAP has not been assessed at this time.

2. CD Program

It is unlikely funding at the level needed can come from this program. The 1982 allocation will be only $2,000,000 and is already committed to other work items and projects.

3. Other Sources

No other funding sources now exists.

B. Scheduling

1. Conversion to all Seniors

If the Plaza Annex is converted to an all seniors project it is recommended that work at the Yerba Buena Plaza (East and West) be done first:

a. A plan has been developed and approved by HUD for work in that project. Options for the Plaza Annex are still being considered.

b. Improvements to the Plaza should result in a more stable project. This will also be of benefit to new seniors in the area.

c. Conditions and problems at the Plaza are as bad if not worse than those in the Plaza Annex.

d. The planned remodeling of the Plaza will eliminate 204 chronically vacant 1 bedroom units and create 102 new 2 bedroom units. The new 2 bedroom units can be used as a rehousing resource for relocated families from the Plaza Annex.

2. Conversion to all Families

No special scheduling is required.

C. Rehousing

1. Conversion to all Seniors

a. If the conversion occurs after the Plaza rehab, rehoused families can be moved to the new Plaza 2 bedroom units. The 4 families needing larger units will be provided units in other Authority projects on a priority basis.

b. If the conversion occurs before the Plaza rehab, rehoused families will be moved to available public housing units citywide. With the Authority's normal unit turnover rate, there should be no problem in finding suitable units in a timely manner.

2. Conversion to all Families

   a. Most seniors have now been relocated from the project. The remaining seniors will be moved to other Authority senior projects on a priority basis.

   b. Families living in units scheduled to be combined with adjacent units will be moved to new apartments within the Plaza Annex complex. No outside rehousing of families will be required,

YERBA BUENA PLAZA AND ANNEX UNIT COMPOSITION

	YERBA BUENA PLAZA ANNEX					YERBA BUENA PLAZA		
	EXISTING	IF ALL FAMILY	CHANGE	IF ALL SENIORS	CHANGE	EXISTING	AFTER REHAB.	CHANGE
STUDIOS	43	0	-43	37	-6	0	0	0
1 BR UNITS	60	0	-60	60	0	224	20	-204
2 BR UNITS	104	122	+18	100	-4	261	363	+102
3 BR UNITS	0	20	+20	0	0	99	99	0
4 BR UNITS	4	4	0	2	-2	24	24	0
	211	146	-65	199	-12	608	506	-102

YERBA BUENA PLAZA ANNEX
Cost Comparison

	FAMILY USE	SENIOR USE
MINIMUM IMPROVEMENTS	$3,208,545	$2,567,131
DESIRED IMPROVEMENTS	$2,362,671	$2,060,413
RELOCATION COSTS	$ 6,000	$ 75,000
TOTAL CAPITAL COSTS	$5,577,216	$4,702,544
ANNUAL OPERATING COSTS	$ 157,800	$ 433,490

Yerba Buena Plaza Annex

Annual Operating Costs

Senior Housing		
Assistant Project Manager		24,000.
Senior Project Clerk		17,000.
Resident Assistant (2)		12,000.
Tenant Services Rep. (2)		54,000.
Clerk/Typist		14,500.
Driver		14,800.
Escort (4)		24,000.
	Subtotal	148,300.
Security Guards (12)		175,344.
	Subtotal	$323,644.
Overhead @ 30%		97,093.
Resident Assistants		12,000.
Total Annual Staff Cost		$432,737.
Family Housing		
Tenant Services Rep		27,000.
Security Guards (6)		87,700.
	Subtotal	$114,700.
Overhead @ 30%		34,410.
Resident Assistants (2)		8,800.
Total Staff Cost		$157,910.

Commissioner Fussell asked Mr. Deasy to go over III Implementation (funding) on the analysis.

Mr. Deasy responded, once a decision has been made, the Authority must first come up with a fundable source and the only realistic funding source is the HUD Modernization Program, which is referred to as the Comprehensive Improvement Assistance Program (CIAP). The CIAP funding has been promised to be comprehensive and substantial both this year and next year. Currently there is an application pending in the Area Office for the year starting October, 1981 and that plan was based on application of $10 Million and the Authority is anticipating approval of $5 Million and the primary target for that application was for the West Development, essentially converting the one (1) bedroom units in those developments to two (2) bedroom units and doing corresponding work on elevators and public improvements to make those more into family projects.

Mr. Deasy stated the next round of funding that will begin probably in March of 1982 will be tentatively given a year mark of approximately $11 Million to complete the Plaza East and West Developments through Modernization, this is basically what the HUD Area Office and their staff has agreed upon. He noted staff's feelings that if the Authority is going to make a major conversion in the Plaza Annex the Authority will have to do work in the Plaza to create the units to accept the residents that have to be relocated and to deal with the situation where the Authority needs to stablize all the projects in Plaza. He also stated that it is possible under recent legislation to use Development Funds for Modernization. He recommended that the Commission adopt a policy using whatever available development funds for modernization purposes. The availability of funding will probably be 1983.

Mr. Deasy responded to Commissioner Fussell's question regarding how many vacant units were in the Plaza Area stating as of June 30, 1981 there were 212 vacancies in the Palza Area including the Pink Palace having approximately 80 vacancies and 6 - 8 vacancies in Westside Courts. In the Plaza Area, converting one (1) bedrooms to two (2) bedrooms, the Authority will lose 110 units, dealing with the Plaza Annex the seniors will lose 12 units and under the family assumption the Authority will lose 65 units.

Commissioner Fussell asked for the length of time from beginning to the total rehousing. Mr. Ron Atkielski answered that this will be approximately a two (2) year program. Mr. Deasy stated including the funding of the program, the program will take approximately four (4) years.

b. Testimony from residents of the Pink Palace and other interested persons.

President Cook noted that he did not receive one (1) card from any resident of the Pink Palace. He asked any residents living in the Pink Palace to come forward and speak at this time.

No resident from the Pink Palace came forward to address the Commission at this time.

Reverend Amos Brown, Minister of 3rd Baptist Church, addressed the Commission indicating his support of the conversion of the Pink Palace to a senior housing development. He requested that if the conversion takes place he would like adequate housing for those persons being dislocated. He referred to a meeting a month ago at the Baptist Ministers Conference representing 8 churches unanimously voted to support the plan to convert the Pink Palace to senior citizens housing. He made a strong recommendation that there is a carefully designed program to insure significant employment for persons from the area.

President Cook stated that it will be a top priority to relocate the residents that are dislocated from their homes.

Vice-President Brooks acknowledged the speakers in the audience and stated that her primary concern was to listen to the tenants about their concerns regarding the conversion.

Nicole Pare resident of the Pink Palace addressed the Commission and expressed her concerns about being relocated to another area. She is the mother of three (3) children with no transportation. She was not in favor of the conversion of the Pink Palace to a senior development.

Reverend Amos Brown asked if the Pink Palace was built for senior housing development. He stated if the Pink Palace was not built to accommodate large families it becomes a problem to house families into those small units, he stressed from his own knowledge those units are not adequate in space to house large families.

Bessie Combs, resident of the Pink Palace, addressed the Commission opposing the proposal to convert the Pink Palace to a senior housing development.

Mr. Parker, senior resident of the Pink Palace addressed the Commission and questioned the way residents ofthe Pink Palace are moved here and there with no input as to what the residents want. He referred to the original plan for this project to be a senior development and stated at that time they relocated tenants and now when there is a shortage of family housing the city is moving the tenants again He stated that the residents of the Pink Palace were not animals to be herded away. His question was why didn't the city keep the Pink Palace as a senior building when it was first constructed. He opposed the conversion.

Ms. Thelma Kavanagh, Senior City Wide Council addressed the Commission stating assuming that the Pink Palace is to be converted to housing the elderly, our major concern is twofold: the safety of that senior polulation and a resulting eliminatio of fear associated with living there. As they see it, the major structual change should involve enclosing the apartments so that admission will be through a lobby. Mailboxes must be inside preferably in the lobby. Armed guards on around-the-clock duty will control entrance to the building and answer other security demands. She urged finally that HUD funding be assured on a long-term basis so that an annual refunding effort will not repeatedly threaten the welfare of the tenants and steal the energies of the people who work to make this venture successful.

Rev. Leroy Gains, fesident for 24 years addressed the Commission stating that he would like to see improvements regarding the elevator service for seniors as well as children living in all the Plaza Areas. He stated he would like for the Pink Palace to remain as a family development until there is an adequate housing for those persons that have to be relocated. He stated he wished to remain as a tenant in the Pink Palace , he is 75 years old.

Haig G. Mardikian, member of the Redevelopment Agency, addressed the Commission on his personal views as a citizens of San Francisco. He acknowledge a wide housing crisis in San Francisco and there are many city agencies working on that problem i.e., Housing Authority, Redevelopment Agency, Planning Commission, Board of Supervisors and the Mayor's Office. The city must have a stratgetic plan which seeks to coordinate the efforts of all the city's various interest in what happens to the Pink Palace, not only is the Pink Palace located in a Redevelopment Project Area but it will be close to the New Fillmore Commercial Center which the agency is currently in the process of coming to a reality. He stated the proposal indorsed by the Mayor to convert the Pink Palace to a senior housing is by far the most suitable and appropriate. The conversion to elderly housing will stablize the occupancy of this project and as such will bring its operating cost within reasonable boundries. The size of this project if converted to senior housing will provide enough units to support a variety of social programs for the elderly in the field of health and recreation and transportation. He predicted that if the Yerba Buena Plaza Annex is not converted to senior housing it will inevitable fall prey to the same fate of the project in St. Louis's. He urged the Commission to adopt the proposal to convert the Pink Palace to senior housing.

Vice President Brooks asked the tenants in the audience fromthe Pink Palace to raise there hands for the purpose of knowing how many tenants were present.

Mrs. Sadie Gray, President of the Sunnydale Tenant Association, addressed the Commission and spoke to the tenants of the Pink Palace asking them to address the Commission of their concerns regarding the conversion.

Mary Rogers, WAPAC, addressed the Commission and referred to Mr. Mardikian statement because his agency is responsible for a large protion of the families units being destroyed inthe Western Addition. She stated that housing is needed for all persons living in San Francisco, seniors as well as families. She stated that something is needed to be done withthe situation at the Pink Palace but she stated it should be a well thought out plan before jumping hastly into something that we may all regret in later years. Ms. Rogers stated the SFHA Commissioners, in 1969 passed a resolution stating that the SF Housing Authority would build 200 units in the Redevelopment Area, as of today those unitshave been cut down to 42 units and those 42 units have not been built. The SFHA has not built any family units in the City and County of San Francisco since 1959 but the Housing Authority has build many senior units. In view of the present situation in the Pink Palace there are still seniors residing there and those seniors have been offered senior housing but they refused to go. Ms. Rogers suggested that all concerned persons, city officials and the Housing Authority get together and discuss alternative plans to obtain sufficient housing in San Francisco.

Commissioner Fussell asked Ms. Rogers as a resident of the Western Addition and a member of WAPAC is she in favor or against the senior housing proposal?

Ms. Rogers answered that she will always support housing and she is not opposing housing for anyone. She stated she is opposing the method and the reason for the proposal to convert the Pink Palace. She stated that the residents are not going to continue to let criminals come into the community and run the residents out, and this problem is not only in the Western Addition or the Pink Palace but all over the city.

Commissioner Fussell asked Ms. Rogers if the Pink Palace would make a bad senior building. Ms. Rogers responded that construction of the Pink Palace would make a bad senior building and it would be unfair for seniors to be placed in a building where the elevators need repairs, the building is also too open. She referred to the modernization work to be done, i.e. carpeting new appliances and that is discriminating against the families units.

Vice-President Brooks asked Ms. Rogers if she wanted the Pink Palace to remain as family housing. Ms. Rogers answered she wanted the building to remain as family housing.

Benny Steward, Executive Director of WAPAC, addressed the Commission stating he is against the conversion of the Pink Palace to a senior development. He reiterated that the Western Addition Area is over impacted by senior citizens housing. There are more senior citizens units than in any area in the city and some of the other areas can provide senior citizens housing. He stated that the senior citizens are important and a vital part of the family but at the same time they are only a segment of the family. There are still families that are young and are raising their children that need this additional housing and the city is in a state of a housing crisis. He stated his opinion of senior housing at the Pink Palace is not the problem. He referred to Commission Mardikian statement regarding the New Fillmore Commercial Center and stated then the Plaza West projects are closer than the Pink Palace so is the next step to convert the other Plaza Projects because of crime and being to close to the New Fillmore Commercial Center. He stated he is against converting the Pink Palace for reasons of crime prevention method. He stated the crime problem in and around the Pink Palace will not end by this conversion because many of the poeple committing crimes do not live in the Pink Palace but they do run into the Pink Palace. He suggested security efforts will help end that problem.

President Cook stated that the Pink Palace in his opinion is not a family building. He stated there are 103 units that are either studios or one (1) bedrooms units and there are two (2) bedroom units and there are no there three (3) bedroom units and only four (4) bedrooms units. In this consideration of converting this to senior housing the Commission is looking at the whole Plaza Area and what is actually being done is creating more family housing through the modernization process and this is not an anti-family stand by the Commission staff's recommendation. This is pro-family housing in the Western Addition.

Benny Steward stated that family housing is badly needed there is a very extensive waiting list for family housing in the city of San Francisco. He stated the solution is not shifting people here and there but to upgrade those units and move in families that are in need of housing.

William Tocco, Advisory Council for the Commission of the Aging and a candidate for supervisor. He stated that it shows incompetence to build a building for seniors and move families in and now want to move those families. He stated the government forgets that they are dealing with human beings and not animals. He stated there is problems in this area in regards to crime and violence and these problems have to be dealt with but the Pink Palace is home for those persons living there.

Cleo Wallace, First Vice-President of PHTA, addressed the Commission stating PHTA's position on the conversion. She referred to approximately two (2) and again four (4) years; discussion was held on the conversion of the Pink Palace and the seniors have always objected to the conversion idea. She stated that the seniors have to come in and out of the Pink Palace and whatever plan is undertaken the whole housing developments in the area must be looked at and dealt with. she referred to the various churches that have sponsored senior housing and have rejected seniors from the projects when they made application into those developments and they would not let the other seniors areound their areas use there recreation facility. She referred to the problems in Plaza West six (6) months ago and stated the problems in the Plaza Area are just being shifting from one project to another. She stated that tenants have heard promises too long. She stated that is is unfair to tenants that want to remain in the Pink Palace to relocate them.

Barbara Goodmann, addressed the Commission stating she wanted the building to be occuppied by low-income white ethnics. She was against the conversion of the Pink Palace.

John Bardis, addressed the Commission indicating that the proposal of the Pink Palace in terms of the financing, other alternatives should be viewed. He was against the conversion of the Pink Palace.

Orlando Hall addressed the Commission opposed the conversion of the Pink Palace. He stated this is a family community and he urged to think about the babies, at a time when there is a housing crisis.

Eva May Williams, President of Plaza West, addressed the Commission and stated she opposed the conversion of the Pink Palace into a senior development. She stated that seniors need housing but families need housing as well. She suggested that the Commission make plans to rehap those vacant units and put them onthe rent rolls.

Ms. Eva Gray, addressed the Commission opposing the conversion of the Pink Palace to a senior housing because there is a great need of family housing.

President Cook stated that the Commission will be making a decision on this proposal at the Commission meeting on August 27, 1981 at 400 Turk Street.

President Cook adjouned the meeting at 12:08 p.m. there being no further business to discuss.

_____
PRESIDENT

_____
CARL L. WILLIAMS
Secretary/Executive Director

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AGENDA
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SPECIAL MEETING
TUESDAY, AUGUST 18, 1981

440 TURK STREET
SAN FRANCISCO, CALIFORNIA

ROLL CALL:

Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

VISITORS:

NEW BUSINESS:

Resolution - Authorizing the Executive Director to Accept Funds and Execute a Contract Between the Housing Authority of the City and County of San Francisco and the Doan Corporation.

ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY

OF THE

CITY AND COUNTY OF SAN FRANCISCO

SPECIAL MEETING HELD:
TUESDAY, AUGUST 18, 1981

440 TURK STREET
SAN FRANCISCO, CALIFORNIA

The Commission of the Housing Authority of the City and County of San Francisco met in a Special Session at the Offices of the San Francisco Housing Authority, 440 Turk Street, San Francisco, California at 3:00 P.M., Tuesday, August 18, 1981.

1. ROLL CALL:

Meeting called to order by President Cook

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

President declared a quorum present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Counsel

2. APPROVAL OF AGENDA:

Secretary announced that there was one resolution for consideration. Commissioner San Jule moved that the Agenda be approved. Commissioner Brooks seconded. Unanimously carried.

3. VISITORS:

Mr. George Lee, President, Ping Yuen Tenant Assoc.

4. NEW BUSINESS:

The Secretary brought to the Commission's attention the fact that the resolution before them was an amended resolution. He said the previous resolution stated the Daon Corporation had proposed to the City and County of San Francisco funds for the repair and rehabilitation of 450 vacant units. The resolution was amended to read that the Daon Corporation had proposed to the San Francisco Planning Department funds to provide for the repair and rehabilitation of 450 vacant units. He explained that technically the proposal was offered to the San Francisco Planning Commission and that Commission would accept the proposal and in turn present the money to the Housing Authority.

Discussion ensued regarding the contribution and the possibility of a "trade-off" with the Daon Corporation. Secretary recalled that the contribution stems from the Mayor's on-going program whereby developers of downtown office buildings, as part of the permit process of the City Planning Commission, agree to provide housing throughout San Francisco linked to downtown development. He said this proposal constitutes a part of Daon's commitment to cause housing units to be created or rehabilitated in connection with its development of certain office buildings. The Daon Corporation will receive a housing credit for each of the 450 units rehabilitated.

It was the consensus of the Commission that this contribution was indeed a great benefit to the Housing Authority and it was hoped that this contribution will open the door for other corporations to do the same.

Commissioner San Jule inquired as to how Management arrived at the figure of $2,120 per unit. Secretary replied that a cost analysis had been made for the repair of all vacant units and the cost averaged out to that amount per unit.

Commissioner San Jule inquired as to where the rehabilitation would begin. Secretary replied that Sunnydale, Potrero Terrace and some areas of Hunters Point have high priority. He also stated that some areas in the Alice Griffith development are in need of repairs.

Commissioner Westbrook asked that staff look into the feasibility of repairing 75 to 100 units in the Bernal Development. She said that it is her practice to drive around occasionally to observe the Authority's developments and she had noticed that Bernal Dwellings needs attention.

Commissioner Fussell inquired as to what has been done about the many broken exterior windows at the Hayes Valley Development. Deputy Executive Director, Barney Deasy, reported that the glazing contractor was scheduled to do the window repairs later this week.

Commissioner Fussell requested that the Commission be given an implementation plan showing sites involved, timing schedules and security measures that will be taken between the time of completion and the occupancy of the units. He said the Commission will monitor the program.

Commissioner Fussell continued stating that this program must be handled properly. It is his feeling that if the program is not handled properly the Agency would be labeled as not being qualified to handle the money. It is also his feeling that this program should be very visible so that everyone is aware of how the money is being spent.

In response to Secretary's statement that the work will be done by the Authority's staff, Commissioner Westbrook stated that she is concerned that it will take too long for the program to be completed because many times Authority staff is called from their jobs when an emergency arises. She suggested that one person be assigned to coordinate the program, and that person should observe the progress of the work by visiting each site on a daily basis and by reporting back to the Exectuve Staff - also on a daily basis.

Commissioner Westbrook continued by stating that it was her feeling that many of our newly rehabilitated units in Hunters Point are in need of window repair because we did not have close enough surveillance.

Secretary said he shares the same concerns. He stated that Management will increase scrunity on this particular program. He said this matter was discussed at the Executive staff meeting that was held this week, and it was decided that some things will be handled differently to speed up the process of leasing the apartments. He also noted that the Authority is in the process of recruiting a Director of Maintenance.

At this point, Secretary also stated that it is his feeling that Authority staff is capable of handling the task of rehabilitating the units. He said the major problem has not been the quality of work, it has been in closing the gap between the time the work has been completed and the leasing of the apartment.

Discussion continued on the implementation of the program. President Cook wondered if it would be feasible to complete the work in one development before moving on to the next area.

Secretary responded by stating to proceed in that manner would present a problem because it would tend to overload that particular manager and his staff in terms of trying to lease the apartments quickly. For example, if 70 or 80 units were completed in one development, the pressure would be enormous in trying to lease the apartments without any delays.

President Cook recognized Mr. George Lee, President of the Ping Yuen Tenants Association, who asked to speak in reference to the resolution before the Commission.

Mr. Lee said he wanted to point out the great need of housing in Chinatown. He said no one seems to be doing anything to create more housing in that area. He referred to the lawsuit of the International Hotel and the Four Seas Corporation - the suit whereby low-income persons were displaced when the Internation Hotel was demolished in order that the land could be used as a parking lot.

Secretary was then directed to include the staffing plan in the report that will be presented at the next regularly scheduled Commission meeting on August 27, 1981 concerning the implementation of the rehabilitation of the 450 units.

RESOLUTION NO. 2404
* * * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT FUNDS AND EXECUTE A CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND THE DOAN CORPORATION.
* *

RESOLUTION NO. 2404

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT FUNDS AND EXECUTE A CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND THE DAON CORPORATION

* *

WHEREAS, the Housing Authority of the City and County of San Francisco presently has a substantial number of vacant units; and

WHEREAS, the Housing Authority of the City and County of San Francisco at its present level of funding cannot rehabilitate these vacant units in sufficient quantities and time to provide housing for those who currently have a need for such housing; and

WHEREAS, there exists in the City and County of San Francisco a great need for low-rent housing; and

WHEREAS, the Daon Corporation has proposed to the San Francisco Department of City Planning that it will provide funds to the Housing Authority of the City and County of San Francisco in the amount of $1,014,000 for the purpose of repairing and rehabilitating 450 vacant public housing units; and

WHEREAS, the San Francisco Department of City Planning has accepted the proposal from Daon Corporation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Commission of the Housing Authority of the City and County of San Francisco accepts the Daon Corporation's offer of $1,014,000.00 to rehabilitate the existing 450 vacant units; and

2. The Executive Director is directed and authorized to execute all necessary documents to accept the $1,014,000.00 from Daon Corporation, and

3. The Executive Director is further authorized to execute all necessary documents to commence the repair and rehabilitation of 450 vacant uhits; and

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
Connie Perry
Legal Counsel

DATED August 18, 1981

Commissioner Westbrook moved for adoption: Commissioner San Jule seconded. The vote was:

AYES: Preston Cook
Betty Brooks
Joan San Jule
Beatrice Patterson
Elouise Westbrook
James G. Fussell, Jr.
Reverend Harry Chuck

NAYS: None

President Cook declared Resolution adopted.

5. ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 3:40 P.M.

President

Secretary

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Reverend Harry Chuck, Commissioner

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

AUGUST 21, 1981

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, AUGUST 27, 1981 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

DOCUMENTS DEPT.
AUG 25 1981

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AGENDA

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August 27, 1981

DOCUMENTS DEPT.
AUG 31 1981

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    Consideration of converting the Yerba Buena Plaza Annex to an exclusively elderly project.

11. NEW BUSINESS:

    (a) Resolution - Urging the Department of Housing and Urban Development to allow previously committed funds for acquisition of public housing to be used for modernization.

    (b) Resolution - Authorizing the Replacement of the existing computer system.

12. ADJOURNMENT:

Carl L. Williams

CARL L. WILLIAMS
Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, August 27, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority 440 Turk Street, San Francisco, California, on Thursday, August 27, 1981 at 10:00 a.m..

1. ROLL CALL:

Meeting was called to order by President Cook at 10:00 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

A Quorum was present.

2. VISITORS:

Christine Neal, PHTA - Alice Griffith
Sadie Gray, PHTA - Sunnydale
Mattie Donalds, Westside
Francis Helgunin
Lea Stewart
Daniel F. McHugh, Atty. - K. Brooke
Mark Hoyal, SPCA - K. Brooke
Mary Wolridge, PHTA
Jack Jarrell

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda and Vice-President Brooks seconded the motion. The Agenda of August 27, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

a. Minutes of August 13, 1981.

Commissioner San Jule moved to accept the minutes of August 13, 1981 and Commissioner Harry Chuck seconded the motion. The minutes of August 13, 1981 was UNANIMOUSLY APPROVED.

b. Minutes of Special meeting of August 18, 1981.

Commissioner Westbrook moved to accept the minutes of August 18, 1981 and Vice-President Brooks seconded the motion. The Special Meeting Minutes of August 18, 1981 was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

NONE

6. REPORT OF SECRETARY:

Secretary, Carl L. Williams reported on his request from the Commissioners to attend a meeting in Sacramento with Housing and Community Development Committee of the Assembly regarding the bill which will require that Local Housing Authorities prohibit the adoption of policy to ban pets coming into public housing. He stated he spoke in opposition of the Legislation. The matter will be heard additional by the committee and he indicated he will keep the commission apprised on the outcome.

7. COMMITTEE REPORT:

Chairman of the Finance Committee, James G. Fussell, reported on the Finance Committee Meeting of August 25, 1981. Number 11 item (b) under New Business, replacing the existing data processing facilities requiring a new computer. The Finance Committee was unanimous in their agreement that the Authority's present computer which was designed in 1967, be replaced with a new data based computer that will give the Authority a great deal more flexibility in the management of all functions of the Housing Authority. The present computer only provides for financial function of the Authority's management.

8. REPORT OF COUNSEL:

Legal Counsel, Connie Perry, presented a chart to the Commission that President Cook requested her to prepare for comparisons from month to month evictions.

Ms. Perry explained the structure of the "Legal Action Summary" chart.

Commissioner Westbrook asked, due to inflation and the rate of unemployment, have provisions been established to adjust rents for tenants that have decreased incomes. Ms. Perry answered that when a person's income changes there are provisions for their rent to reflect that change in their income.

9. TENANT REPRESENTATIVE:

NONE

10. UNFINISHED BUSINESS:

Consideration of converting the Yerba Buena Plaza Annex to an exclusively elderly project.

Commissioner Westbrook suggested in light of the many discussions held recently regarding the conversion she motioned to accept the proposal to convert the Yerba Buena Plaza Annex to an elderly project. Commissioner Fussell seconded the motion.

President Cook invited Commissioners and the audience to comment regarding this motion for the conversion.

Commissioner Fussell referred to his initial questions regarding the conversion and requested for an extensive report on the financing and the magnitude of the work to be done form staff. He stated that staff provided that report and the decision to convert the Plaza Annex was clearly a difficult decision. He said the Authority should go ahead affirmatively with the conversion and he stated this conversion must be done right by making the Pink Palace a nice environment for seniors and as comfortable as the better senior housing. He stated it is a priority to rehouse all the families relocated because of the conversion. The Authority must do everything possible to minimize the impact on the families.

Commissioner San Jule concurred with Commissioner Fussell's comments and stated that all consideration should be taken that the design of the building be constructed with the security of seniors in mind.

Mr. Williams stated that if it is the wish of the Commission, to convert the Pink Palace, the Authority's staff will give it the highest priority. He stated that he is mindful of the difficulties of the surrounding circumstances, but the conversion and the other facility improvements that are part of the comprehensive plan by the Housing Authority will make a substantial improvement in the entire area.

The motion to convert Yerba Buena Annex was UNANIMOUSLY ACCEPTED by the San Francisco Housing Authority Commission.

President Cook stated he is in receipt of an application for Landmark Status for the Pink Palace and he asked staff to look into the possibility of the Pink Palace being a historic landmark. He stated structurally the building is sound and it represents a good example of architect during the 1950's and 60's. He stated if it is in the best interest of the Housing Authority to designate the move in within the next few years.

Mr. Williams stated he will take the recommendation for consideration to staff and report back to the Commission.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2405

RESOLUTION URGING THE MAYOR OF SAN FRANCISCO, IN BEHALF OF THE COMMISSION OF THE HOUSING AUTHORITY FOR THE CITY AND COUNTY OF SAN FRANCISCO, TO REQUEST THE SECRETARY OF THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, TO RELEASE DEVELOPMENT FUNDS ALLOCATED TO THE SAN FRANCISCO HUD AREA OFFICE AND MORE SPECIFICALLY, DESIGNATED FOR PROJECTS CAL 1-38 AND CAL 1-40, TO BE UTILIZED FOR MODERNIZATION OF EXISTING PUBLIC HOUSING IN THE CITY AND COUNTY OF SAN FRANCISCO

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RESOLUTION NO. 2405
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RESOLUTION URGING THE MAYOR OF SAN FRANCISCO, IN BEHALF OF THE COMMISSION OF THE HOUSING AUTHORITY FOR THE CITY AND COUNTY OF SAN FRANCISCO, TO REQUEST THE SECRETARY OF THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, TO RELEASE DEVELOPMENT FUNDS ALLOCATED TO THE SAN FRANCISCO HUD AREA OFFICE AND MORE SPECIFICALLY, DESIGNATED FOR PROJECTS CAL 1-38 AND CAL 1-40, TO BE UTILIZED FOR MODERNIZATION OF EXISTING PUBLIC HOUSING IN THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, the Housing Authority of the City and County of San Francisco was declared, by letter dated April 18, 1980, from the San Francisco HUD Area Office, "a financially troubled Authority"; and

WHEREAS, 85% of the Public Housing Units in the City and County of San Francisco are in need of some form of modernization due to age of the projects, deferred maintenance, vandalism and building code deficiencies; and

WHEREAS, the San Francisco HUD Area Office maintains two funding reservations, more specifically designated as:

CAL 1-38 for 88 units and
CAL 1-40 for 51 units; and

WHEREAS, CAL 1-38 can not be constructed in San Francisco due to high construction costs, which are not in line with the, by HUD established prototype, cost limitations; and

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco has made a policy determination, not to construct new housing units until such time the existing Public Housing stock is brought up to proper standards.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That the Commission urge the Mayor of San Francisco to request the Secretary of the Department of Housing and Urban Development to release the Development Funds set aside for Projects CAL 1-38 and CAL 1-40, for the purpose of modernizing existing Public Housing Units in the City and County of San Francisco.

APPROVED AS TO FORM:

Connie M. Perry
Counsel, San Francisco
Housing Authority

Sept 3, 1981
Date

Mr. Williams reminded the Commission of the recent letter the Mayor forwarded to HUD Secretary Samuel Pierce requesting that certain funds, at that time, that had been made available for one particular development, whether those funds could be converted into modernization purposes. Since that time the U.S. Senate has undertaken legislation and to some indication that there is some authority vested in the authority of the Department of Urban Development to convert funds that have been previously made available by acquisition through Modernization purposes. The legislation has not been passed by the Senate, the Conference Committee and Committee Reports are being prepared now and there is no clear indication from HUD as to how HUD will implement this. The Authority' concerns is whether the funds committed prior to October 1, 1980 could be used for modernization purposes. Secretary Pierce's letter to the Mayor indicated that the early interpretation that the legislation has passed by the Senate will allow for the subject conversion for funds committed for acquisition after October 1, 1980. The Authority is asking that this resolution be passed and forwarded to the Mayor so she can communicate to the Department of Housing and Urban Development and the Legislative Board if necessary, that they will allow funds previously committed prior to October 1, 1980 for acquisition could be used for modernization purposes.

Mr. Williams further stated that this resolution indicates the desire of the Commission to do whatever they can to improve, repair and modernize the Housing Authority's existing facilities.

Commissioner San Jule motioned to adopt the resolution and Commissioner Chuck seconded the motion. Resolution No. 2405 was UNANIMOUSLY APPROVED.

(b) RESOLUTION NO. 2406

RESOLUTION AUTHORIZING REPLACEMENT OF
EXISTING COMPUTER SYSTEM
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RESOLUTION NO. 2406

RESOLUTION AUTHORIZING REPLACEMENT
OF EXISTING COMPUTER SYSTEM

****

WHEREAS, the existing computer hardware has reached its maximum capacity for systems development.

WHEREAS, substantial expenditures would be necessary to upgrade the system to its required capabilities.

WHEREAS, existing hardware can perform only three (3) jobs simultaneously and this precludes any enhancement to the existing systems or the expansion to a new system.

WHEREAS, the staff of the San Francisco Housing Authority has recommended that the existing system be sold and replaced by the IBM System, Model 5 which is of the latest design and contains the most advanced fully supported technology.

WHEREAS, there are funds available from the administrative component of the Comprehensive MOD Program.

WHEREAS, it is anticipated that the contract relative to the Comprehensive MOD Program will not be signed until December 1981.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is hereby authorized to sell the existing hardware IBM System 3, Model 15-D, purchased in 1977.

2. The Executive Director is authorized to lease the IBM System 38, Model 5 with an option to purchase same.

3. The Executive Director is authorized to purchase the IBM System 38, Model 5 with Comprehensive MOD funds as soon as those funds become available.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, Legal Counsel

DATED: August 21, 1981

Mr. Williams referred to Commissioner Fussell's Finance Committee meeting of August 25, 1981 to review and discuss the replacement of the existing computer system. He stated this new equipment will make a substantial change to better manage the Authority's operations. He urged the Commission to authorize the replacement of the existing computer system.

Commissioner Westbrook moved to accept Resolution No. 2406 and Vice-President Brooks seconded the motion. Resolution No. 2406 was UNANIMOUSLY APPROVED.

President Cook addressed the Commission the audience saying that the floor was open for comments, and he asked that those comments be limited to a five (5) minute period.

Commissioner Fussell asked for a status report on the boilers. Mr. Deasy stated that the boiler cleaning work, that was under contract, has been completed and the final reports are being prepared by the contractor and the reports will be submitted. He referred to the boiler that had the gas leak at the Hayes Valley Projects and the contractor was in that unit last because the whole facility had to be steamed cleaned because of the build up of soot from the back-up in the boiler room, so staff authorized a contractor to make the repairs. He stated staff is considering the possibility of contracting next year so the Authority can have regular cleaning inspection of all the boilers, this is a separate function from the emergency repair servicing. He stated that Engineers are presently being escorted around four (4) projects where modernization funds are available to replace and make major repairs for the boiler systems. The four (4) projects are North Beach, Potrero Terrence, Alice Griffith and Holly Court, and the work is anticipated to be completed in the next month and staff will begin bidding on specific repairs and replacement of boilers in those particular facilities. The boiler service in those areas, after the new program is implemented should have a great deal of improvement.

Mr. Deasy answered Commissioner Fussell's question, that the new program will take place over six (6) to nine (9) month period, because this procedure is done in phases as not to have any project shut down all at one time.

Commissioner Fussell asked Mrs. Wallace if there were any improvement in the boilers; and she responded there is some improvement.

Commissioner Fussell stated that the Commissioners are in receipt of a discussion about utilization of funds for modernization. He stated he has some questions regarding this and asked for further discussion regarding the utilization of funds for modernization. He requested that the Commission meet as a whole for a Site & Design Committee, after Mr. Deasy's vacation. Mr. Deasy commented that the program has been implemented to take place September 1st.

Mr. Williams stressed that staff wishes to proceed with the vacant repair program as soon as possible, and he indicated that they wanted to start by September 1st. Commissioner Fussell stated that there is no problem with starting the program as long as the Commission can approve it.

Mr. Williams stated that the program is estimated to take between eleven (11) twelve (12) months to complete, and he stressed that is is important that the Authority move ahead because the money is available and the units are getting vacated daily.

Commissioner San Jule asked Commissioner Fussell if the Site & Design Committee should meet as a whole before Mr. Deasy returns from his vacation. Commissioner Fussell stated that since Mr. Deasy is monitoring this program, Commissioner Fussell stated Mr. Deasy should be present.

Mr. Deasy stated that Mr. Evans, Acting Director of Maintenance, and Mr. Guest Director of Resident Services, were instrumental in putting together their components of the program and particularly the scheduling of maintenance crews that was handled by John Evans. Mr. Deasy stated that staff is aware that this is a new approach and the program must be monitored very closely.

Commissioner Fussell asked if the work is scheduled generously in regards to the work that is to be done, i.e. washing two (2) units per day. Commissioner Westbrook stated that she had two (2) concerns; the Commission asked that this program would be a special project and certain people specifically over this project and asked if this request had been taken care of.

Mr. Williams stated additional staff will be hired in order to implement the project but the Housing Authority is not creating any new positions simply to administer the project. Commissioner Westbrook stated her problem is if staff is going to take one employee from his job to do another job leaving something undone. She stated that she is concerned that it would take one employee all day to clean one - two units per day. She asked the Commission to look into Mr. Williams and Mr. Deasy to see that this program is executed in a way that the Mayor, Commission and the tenants are pleased and the Housing Authority will not be in the same situation that the Authority have been in for years.

President Cook stated that is is obvious that the Commission will need not only an additional meeting but periodic reports and discussion in view of this new program being implemented properly. He stated the program should be implemented and a Site & Design Committe Meeting held upon Mr. Deasy's return from his vacation.

Mr. Deasy referred to the issue of staffing regarding the possibility that not enough work is required per unit. He stated the theory was that some units may be in a particular bad situation, this would throw off the schedule. He indicated that the laborers will be washing as many units as they can during the period that they are scheduled to work. He also referred to he and Mr. Williams discussion regarding the possibility, understanding that someone else will have that assignment as their sole responsibility.

Mr. Williams confirmed the Commissions wishes that a Site & Design Committee meeting as a whole will be held upon Mr. Barney Deasy's return.

Mrs. Cleo Wallace suggested that PHTA members living in the various developments be allowed to participate in the vacate project so PHTA can stay apprized as to what progress is being made.

Mr. Williams stated that the Site & Design Committee meeting should include review and discussion of the entire vacate unit program, which is not included in the proposal, Community Development Block Grant, Daon Corporation Program as well as those areas where tenants themselves can do some work regarding the vacant unit repair.

Mr. Daniel F. McHugh, Attorney representing Mrs. Katherine Brooke who is a resident of San Francisco has had her application for housing with the Housing Authority denied on the basis of the present pet policy. Mrs. Brooke is a 70 year old widow, World II verteran who is presently managing a private apartment house and she is living there solely with the companionship of a 2 year old death cat. He stated when Mrs. Brooke made application to housing approximately 2 years ago she was told because she had a pet she could only be housed on the 1st and 2nd floors because pets are not allowed above the 2nd floor. While she was waiting for public housing, she was informed by the Housing Authority that the policy had changed and no longer are any pets allowed in the Housing Authority units. Mrs. Brooke was dismayed because she loves the cat and its companionship. She had a heart attack which forced her to stop work and seek other housing. After getting out of the hospital she contacted the Housing Authority and she was told that the Housing Authority would not consider her application for an apartment as long as she had a pet. Mr. McHugh referred to a letter he sent to Mr. Williams regarding Mrs. Brooke's application and Mr. Williams replied that the decision was not his and he invited Mr. McHugh to speak before this Commission to explain and plea Mrs. Brooke's case.

Mr. McHugh stated in behalf of Mrs. Brooke and others in the same situation, he asked that the Commission look for a middle ground for a way of solving this problem without depriving people from pets. He asked that Mrs. Brooke's application for housing be reconsidered.

Mr. Williams responsed to Commissioner San Jule's question that the Commission' policy prohibits pets to all new residents entering into public housing, and he stated that this policy was adopted October 23, 1980. He suggested that this matter be looked at in the content of not a particular application but a matter of policy that the Commission adopted. He also suggested that the Commission not be unduly swayed by appeals through emotionalism. He referred to seeing Mrs. Brooke in Sacramento and stated she appeared quite healthy.

President Cook asked if Mrs. Brooke's only source of income was Social Security, and was answered, yes. He then asked how was Mr. McHugh being paid. Mr. McHugh responded that he is doing this as a public interest project.

Mr. Mark Hoyal, SPCA, addressed the Commission and stated that Mrs. Brooke's example is one of the problems caused by the Housing Authority's current pet policy. He reiterated what Mr. McHugh had addressed the Commission concerning

Mr. Hoyal stated that there is a possible solution, he referred to the Commission in January approving a concept of allowing the SPCA to come up to a pilot program for a new pet policy. In April he stated the final pilot proposal was forwarded to the Commission, he stated that in mid-July the Board of Supervisors followed the Animals Welfare Commission lead by passing that unanimously and stated that the SFHA Commission has not done anything with the pilot proposal, he indicated that it is still not on calendar. He stated that the SPCA has asked for a 6 month pilot study in one (1) project that will be funded by the SPCA. He stated the SPCA would like to set-up some conditions for responsible pet ownership people who meet these criteria can have pets, people who don't are not allowed to have them. He stated that this is a logical approach, not an emotional one, it lays out criteria, funded by the SPCA, staffing to be done by the SPCA and if the pilot program does work this may be the answer to issues like Mrs. Brooke's. This pilot program may provide a model policy that may have bearings against the state. He stated that the Assembly Housing and Development did pass the bill. The bill was to allow elderly people to keep their pets upon moving into public housing. This bill only applies to people over 65 years of age. This bill was passed by a 6-3 vote and now the bill goes to Ways and Means.

President stated that the pilot study can be heard at the next Site and Design meeting around the 20th of September.

Mr. Hoyal made a final point saying that Mrs. Brooke's situation is really a people problem and he reiterated Mrs. Brooke's situation.

President Cook referred to being in receipt of numerous letters and petitions that pets should be allowed into public housing but only one (1) tenant out of 2200 tenants expressed that they wanted pets in public housing. He stated that there are two (2) tenant organizations, senior and family and both have indicated the same, pets are not wanted in public housing. He stated that he is not going to force anything on the tenants they do not wan pets. He also indicated that the pressures to have pets in public housing is coming from the outside. He stated the priority of running the SFHA is runnint it safe and sanitary Housing Authority for the residents that live in public housing, not for outside pressure groups who feel that everyone should have a dog and cat.

Discussion ensued regarding the pets being allowed into public housing by Mr. McHugh and the proposed pilot study.

Mr. Williams stated that nothing is free in this society, and staff will have an analysis done as to the cost to conduct a pilot project.

Commissioner Westbrook asked if the SPCA have petitioned the private developers to allow pets in the developments. She also indicated not only do the private sector now allow pets but they do not, in most instances, allow children.

Commissioner Patterson commented that she does not understand how sympathy is mixed with business. In a business there are certain rules and no outsider can come in and change those rules.

Mr. McHugh stated that the Housing Authority has adopted policy without any exception, and he stated that every rule has an exception.

Mrs. Cleo Wallace stated that PHTA have gone through the pet policy with the Housing Authority for the past five (5) years and she aksed how long does everyone concerned have to deal with this pet policy when the tenants do not want pets in public housing. She stated she can't see wasting another meeting to discuss something the tenants do not want, because there are much more important issues to be discussed and currently things that are happening which are priority.

President Cook stated this issue will be discussed at the Site & Design Committee meeting in mid-September. Mr. McHugh asked if Mrs. Brooke's application be discussed at that time. President Cook stated that the Commission will be dicussing overall policy and not one individual, and he stated that the Authority' policy is that Mrs. Brooke does not have an opportunity to live in public housing as the Authority's policy is now. The policy stays intact as it is now unless the Site & Design Committee and its full commission set -up the pilot program.

Mr. McHugh asked if the decision of the Commission is that Mrs. Brookes application has been denied consideration. President Cook stated that the Authority's position is to keep intact a policy that the Commission have adopted.

Barbara Goodmann, addressed the Commission, she stated that public housing is racially impacted and there is a concentration of Asians in one (1) project and a concentration of Colored People in the other projects and she asked what area have a concentration of poor white ethnics, which housing project are whites located.

President Cook stated that the Housing Authority does not keep tract of the racial composition in the housing projects.

Barbara Goodmann stated she is present today as an advocate for white people. She stated that unless the Housing Authority start taking care of poor whites in the City, there is going to be a class action suit against the Housing Authority for racial discrimination.

Mattie Donalds addressed the Commission regarding housing for her granddaughter who was burned out of her residence. Vice-President Brooks referred Mrs. Donalds to Dennis Guest to handle the matter.

Mr. McGee addressed the commission regarding the conversion and commented that the wishes of the community was not to convert the Pink Palace to an elderly housing project.

Mr. Williams stated he is not aware if any letters received that did not favor the conversion.

Orlando Hall, addressed the Commission stating the sense of the Commission was opposing the conversion of the Pink Palace. He asked if the Commission had communicated with the people of the Pink Palace. He stated that he spoke with the tenants of the Pink Palace after the meeting and those tenants did not have the spirit to speak for themselves. He stated he is involved in Operation Contact in the Western Addition. He stated for the Commission to say because the tenants did not speak does not give the Commission the right to make decision for someone elses life.

12. ADJOURNMENT:

There being no further business the meeting of August 27, 1981 was adjourned at 11:20 a.m.

_____
CHAIRPERSON

Carl L. Williams

CARL L. WILLIAMS
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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SEP 10 1981
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PUBLIC NOTICE

SPECIAL MEETING

OF THE

SAN FRANCISCO HOUSING AUTHORITY COMMISSION

AT THE REQUEST OF THE PRESIDENT, A SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON FRIDAY, SEPTEMBER 4, 1981, at 10:00 A.M., AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA FOR THE PURPOSE OF

Approving the Memorandum of Agreement
Between the San Francisco Housing Authority
and Local 400, SEIU

Carl L. Williams
Secretary/ Executive Director

Dated at San Francisco, California, this 1st day of September, 1981

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A G E N D A
* * * * * *

Special Meeting
Friday, September 4, 1981

440 Turk Street
San Francisco, California

ROLL CALL:

Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G.Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

APPROVAL OF AGENDA:

VISITORS:

NEW BUSINESS:

Approving the Memorandum of Agreement Between the San Francisco Housing Authority and Local 400, SEIU

ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

HOUSING AUTHORITY

OF THE

CITY AND COUNTY OF SAN FRANCISCO

SPECIAL MEETING HELD:
FRIDAY, SEPTEMBER 4, 1981

440 TURK STREET
SAN FRANCISCO, CALIFORNIA

The Commission of the Housing Authority of the City and County of San Francisco met in a Special Session at the Offices of the San Francisco Housing Authority, 440 Turk Street, San Francisco, California at 10:20 A.M., Friday, September 4, 1981.

1. ROLL CALL:

Meeting called to order by President Cook.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner

President declared a quorum present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Counsel
Milton Reiterman, Labor Negotiator

2. APPROVAL OF AGENDA:

President Cook asked for a motion to approve the Agenda. Commissioner Brooks made a motion to approve the Agenda. Commissioner Westbrook seconded the motion. Unanimously carried.

3. VISITORS:

Mr. George Lee, President, Ping Yuen Tenant Association.
Ms. Lillie Zinnerman, Housing Management Specialist, H.U.D.

4. NEW BUSINESS:

The President announced that the meeting was for the purpose of approving the Memorandum of Agreement between the San Francisco Housing Authority and Local 400 S.E.I.U.

The Secretary stated that before asking for a vote he would like to hear from Mr. Milton Reiterman, our Labor Negotiator, for his presentation and analysis. Following that, we would like to hear from the representatives of Local 400.

Commissioner Westbrook moved that this Agreement be "accepted to work on". Commissioner Brooks seconded the motion.

Mr. Reiterman took the floor and stated he would like to remind the Board that he had a contact from Pat Jackson, Executive Secretary, S.E.I.U. Local 400, that due to a personal emergency she would be there at 11:00 A.M. She was very supportive of the Local 400 negotiating team and would like to say a few words before the meeting is over. It is very important that we have her involvement, as well as Chairperson Mary Rogers and her negotiating team.

Mr. Reiterman expressed his sincere appreciation to the Commission for being very supportive of the Collective Bargaining process. "Collective Bargaining is a give and take type of situation. We have a position that we take as management, and the employees have a position that they take. Especially during the last week of the negotiations, there was a spirit in terms of the Housing Authority came first, and how can we work as a management and employee group to provide the residents with

the best care, along with developing rules, regulations and procedures so that we can work in a harmonious manner. To you as an Executive Director, Carl, subscribing to the concept of collective bargaining; to you as a Board having confidence in Carl and integrity not to preempt the negotiating process; and to the negotiating team headed by Mary Rogers in having the integrity of not trying to do end runs on the Negotiator, even though he might be taking positions that were, in your opinion, contrary to the position that you had to represent. In this contract, we now have for the first time in the history of the San Francisco Housing Authority comprehensive bargaining agreements with 11 Unions representing this Authority. This is a hallmark in terms of agreements. Now, it is up to us to translate those agreements into some working relationship with the Union, and the spirit on the Executive Director's part is to just do that."

Mr. Reiterman said he would like to walk through the contract. A Summary of the Memorandum of Understanding is attached herewith as Exhibit (1). Mr. Reiterman read off the items and comments thereon. Additional comments on Exhibit (1) were as follows.

Equal Employment Opportunity: Per the wishes of Carl Williams, we have introduced a new concept of 25% employment from San Francisco Housing Authority Residents.

Bereavement Leave: Commissioner Westbrook had previously inquired about possible abuse of this benefit. Mr. Reiterman assured her, and Carl Williams, that he had checked into the matter thoroughly and we are clean as a whistle. There has not been any abuse.

Workers Compensation - State Disability: This has been clarified. Employees may use sick leave to bring their wages up to where they were. When they finish sick leave, they are on plain Workmen's Compensation. This is an important clarification.

Appointments: There was lengthy discussion on both sides on this item to try to promote good faith between Management and employees, with a commitment to post jobs inside the Authority for 5 days for employees and Residents. Thereafter, there will be a definite screening process to see who meets the qualifications, and then an effort to see that anyone eligible is recommended. A major point now will be that if someone is not recommended, he/she will be notified as to why. Commissioner Westbrook questioned the matter. Mary Rogers explained that heretofore applicants were not properly notified that they did not qualify or would not get the job.

President Cook inquired about Incentive Awards not having been effectively implemented before. He stated he hopes they now will be because he believes it will do a great deal in his opinion to solidify the work force of the Organization to work for a common goal.

President Cook inquired into the mechanism involved in Sideletter Agreement - Benefits. Will it be Labor-Management Committee, or outside consultants? It seemed to him we need people who have very broad experience in the field to give advice. Mr. Reiterman stated that it could be an agenda item for the Labor-Management Committee, but we certainly need the expertise of a third party of competent and experienced people to show the myriad of ways that you can package benefits within an overall structure. He thinks from Management standpoint, we need much assistance. Mary Rogers agreed that there are other people who can sit in with us and give some ideas, people who deal with other contracts and can help us get the most for our money.

Commissioner Fussell remarked that his firm recently went to a "cafeteria style" where you have access to a broad range and you choose what you want on a pro-rata basis involving eyeglasses, dental insurance, life insurance, etc. Mary Rogers stated we are all on the same wave-length. Commissioner Fussell asked whether we are going to be able to pay for someone to act as consultant who is a specialist in the field for a short period, or is that necessary? Carl Williams stated that if it becomes necessary, we may have to retain someone for a short period of time; but we want to try first to work within the Labor Committee to see whether we can generate sufficient ideas, etc., before we go on the outside.

Commissioner Westbrook inquired about the Sideletter Agreement - Resident Assistants hiring process. Mary Rogers stated that they are already on Staff, and that we are trying to bring some kind of uniformity to the way they work and their working conditions. The Sideletter is for the purpose of negotiating that.

Commissioner Westbrook stated that she has a problem with President Reagan's policy that in every phase of the City there will be cut, cut, cut. If you got 10 last year, you will get 7 next year or 6. She would hope in such a case that, rather than give the employees left an 8.9% raise (such as this year), Management would divide the money rather than lay anyone off. Mary Rogers stated that the matter had been looked into, and in case of layoffs there would be a 90-day interim to consider alternatives. It might be that we could keep everybody on Staff. We do not know until we get to that point; but we did look at that angle and discuss it at length. The Negotiating Committee was quite concerned about that also. Commissioner Westbrook approved.

President Cook asked whether there were any other questions. Secretary Carl Williams stated that we would now like to hear from Local 400. Mary Rogers stated that negotiations started out rather rough, but we did get our stuff together. We disagreed so that we could come out with an agreement. We are all very pleased with the Contract, and hope that it will start a working relationship with Management and employees that will accomplish what we set out to do, which is to provide better services to our residents and try to stop the negativism in the media regarding Public Housing. We will work to try to see that 25% of residents are employed in vacancies that occur. We are concerned about that upper mobility of the residents. It couldn't have been a more appropriate day to sign our Contract since today/tomorrow is Carl Williams' birthday and this is our birthday present to Mr. Williams to sign the Contract. We would like the Commissioners to know that we are not really hard to deal with, but there have been a lot of problems in the Authority in the past several years, and we are trying to find a way that we can work together as a team to do what we all have to do for the betterment of the employees and of the City and County of San Francisco Housing Authority. That is our choice and our commitment to the Authority.

Secretary Carl Williams introduced Pat Jackson, Executive Secretary of Local 400. Ms. Jackson stated that she feels very good about the negotiations, and especially the negotiating team with the kind of work they put in and the hours they put in. There were some very rough times at the beginning, but once that was settled down, there was an equality developed at the table. The employees were not afraid under very difficult circumstances. They were willing to go on strike if necessary. However, going on strike is not an easy thing. The best strike is no strike. The best incentive program you can have is one that says you respect the employees; employees have a voice in the decisions that are made in an Agency. I would suggest that that is the kind of incentive program you should have in this Agency. The kind of personnel practices, the say that people have on the job in terms of delivery of services, to provide good services to the tenants, their relationship to the tenants and with you, will make a good Agency and a good provider of services. I think that we probably stand united on the things that are happening on the National level in terms of services in an Agency like this. Ms. Jackson invited everyone to Solidarity Day, September 19, at the Embarcadero where there will be a uniting of a lot of people throughout Northern California to show that we do want certain things in this country and that we do want certain kinds of delivery of services.

Mary Rogers introduced the negotiating team to the Commissioners. Commissioner Westbrook asked who the team represented. Mary Rogers explained that the negotiating team is selected by the entire membership of the Union to get a broad representation.

Commissioner Westbrook made a motion concerning the approving of the Memorandum of Agreement between the San Francisco Housing Authority Commission and Local 400. Commissioner Brooks seconded the motion.

The vote was:

AYES: Preston Cook
Betty Brooks
Elouise Westbrook
James G. Fussell, Jr.

NAYS: None

The Memorandum of Understanding was unanimously approved.

Commissioner Westbrook proposed that there be initiated some specific form of recognition for service by employees such as a pin or certificate or whatever for, say, five years service, ten years service, etc. She feels some such sort of recognition should be given for length of service. She feels the Commissioners should work on this idea, perhaps with the help of Mr. Reiterman.

Commissioner Fussell brought up the Sideletter Agreement - Project Area Managers. He feels he, particularly, and all of the Commissioners are committed to strengthening Project Area Management. He believes the Sideletter is outstanding and hopes that the Commission and Management can create a program that will work with our current Project Area Managers to substantially strengthen the role they play in the Authority. It is believed that if we have good Project Area Management, we will have a successful Housing Authority. We cannot have good Project Area Management without an awful lot of cooperation and work at developing the kind of expertise that exists in some cases. It's the only way we are going to meet the challenges of an 85.5% funding from H.U.D. He is very much in favor of expanding their areas of responsibility and commensurably their pay and creating a very professional area of Project Area Management. He hopes this program can get started immediately, and would like to be a part of it.

President Cook thanked everyone who has been involved with the collective bargaining sessions. Mr. Reiterman has done a good job again in representing the Housing Authority. He thanked the Negotiating Team and the Commission for all their input and work toward having very good sessions and a very good contract.

Secretary Carl Williams introduced Ms. Lillie Zinnerman from H.U.D. and stated it was a pleasure to have her present.

Secretary Carl Williams stated that he was pleased with the conclusion that has been reached, and pleased with the process gone through. He was kept thoroughly apprised as to what was going on. Both sides conducted themselves in a very professional manner, and Mr. Williams is very proud of the employees and the way they participated in the process.

5. ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 11:15 A.M.

_____
President

_____
Secretary

EXHIBIT (1)

SUMMARY OF SEIU LOCAL 400 MEMORANDUM OF UNDERSTANDING

Effective: September 1, 1981

SUBJECT	PAGE NO.	COMMENTS
Preamble	1	No change from former Memorandum of Agreement
Art. I - Recognition	2-4	Clarification of jurisdiction Sideletters re: Project Area Managers & Resident Assistants
Art. II - Equal Employment Opportunity	5	No change
Art. III - Hours of Work	5-6	Clarification of hours of work: 8 hour day/40 hour week
Art. IV - Salaries & Classifications	6-7	Implementation of salary adjustment July 1st of each year; consistent with City & County of San Francisco
Art. V - Benefits		
1. Vacation Leave	8	Maximum carryover: 30 days
Vacation Schedules	8-9	Approval by department head; final approval: Executive Director
2. Holidays	9-11	Consistent with City & County
3. Sick Leave		Maximum 130 day accrual; no cash reimbursement for new hires; verification of sick leave after 3 days' absence
4. Bereavement Leave	12	Consistent with other City agencies (no problems with bereavement leave here in past)
5. Workers Compensation - State Disability	12-13	Greater control by Authority; may use sick leave
6. Education Leave	13	No change
7. Witness or Jury Duty Leave	14	No change
8. Childcare/Maternity Leave	14	No change
9. Military Leave	14	No change

Summary of SEIU Local 400 MOU contd.

SUBJECT	PAGE NO.	COMMENTS
Art. V - Benefits, contd.		
11. Leave without Pay	14	No change
12. Unpaid Leave for Employment as Employee Officer etc.	14	Requires the approval of the Executive Director
13. Insurance	15	Consistent with past practices; see sideletter agreements re: study of total insurance package
14. Retirement	16	No change
15. Housing Authority Police Retirement	16	See sideletter agreement re: study of cost impact of transfer of police from Miscellaneous to Peace Officer status within PERS
16. Bilingual Compensation	16	Consistent with City & County
17. Mileage Reimbursement	16	Consistent with City & County
18. Incentive Awards	16	No change
Art. VI - Seniority	17	Clarifies and sets time limits on recall list; sets forth parameters for loss of seniority
Art. VII - Appointments	17-18	Posting inside & screening inside applicants; preference for inside applicants, merit & abilities being equal
Art. VIII- Layoffs	19	Sets forth layoff parameters (by seniority; 15 working days' notice). Describes "bumping" rights by seniority; sets time limit on recall list; Union input as to projected layoffs
Art. IX - Performance & Discipline	21-22	
1. Probation	21	Approval of Executive Director upon recommendation by supervisor & Personnel Director; 6 months - 3 evaluations

Summary of SEIU Local 400 MOU contd.

SUBJECT	PAGE NO.	COMMENTS
Art. IX - Performance & Discipline contd.		
2. Performance & Discipline	21	Calls for verbal counseling; suspension/dismissal in cases of violence or threats to persons or property or imped- an investigation of facts; "serious misconduct" = Step 3 meeting of Fact-Finding Advisory Committee within 24 hours; final decision with Executive Director
3. Unauthorized Absence - Voluntary "Quit"	22	Unauthorized absence of 2 days without notification = resignation. Appealable under Grievance Procedure. Authority to recommend services for employees with alcohol, drug &/or emotional problems
Art. X - Grievance Procedure	22-24	Elimination of decision-making by an "adjustment board"; Step 3 = recommendation by Fact-Finding Advisory Committee to Executive Director for final determination; employee can go to binding arbitration. See Fact-Finding Advisory Committee Sideletter
Art. XI - Union Security	25-26	Similar to San Francisco Unified School District & consistent with City & County. Employee to fill in card within time frame to join/not join Union
Art. XII - Security at Project Offices/SFHA Police	26	Clarification; no change
Art. XIII - Career Ladder Program	26	Clarification; no change
Art. XIV - Labor-Management Committee	27	Substitute for "Joint Personnel Committee" - 2 from Authority & 2 from Union to meet on contract & other matters (a defusing agent)
Art. XV - Comparability	27	No change - City & County
Art. XVI - Authority Regulations	27	New: Statement of management rights

Summary of SEIU Local 400 MOU contd.

SUBJECT	PAGE NO.	COMMENTS
Art. XVII - Strikes & Lockouts	28	"Boiler plate" language - no strikes or lockouts during term of MOU
Art. XVIII - Saving Clause	28	"Boiler plate" language - If one section in violation of law, remainder of MOU still effective
Art. XIX - Scope of MOU	29	"Boiler plate" language as to integrity of contract but does not limit Authority from making rules not in conflict with MOU within the provisions of Govt. Code 3500 Meyers-Milias-Brown
Art. XX - Term of MOU	29-30	3-year contract with openers at 4th year by either party
Appendix A - Salary Ranges	31	5-step range comparable to City & County
Appendix B - Sideletter Agreement - Fact-Finding Advisory Committee	32	Guidelines for Step 3 of grievance procedure; recommendation (verbal or written) to Executive Director for final determination; employee can go to binding arbitration as per City & County and other agencies
Appendix C - Sideletter Agreement - Project Area Managers	33	Agreement to meet and confer on withdrawal of Project Area Managers from union jurisdiction (beginning 9-16-81)
Appendix D - Sideletter Agreement - Benefits	34	Actuarial study on change of police status in PERS from "Miscellaneous" to "Peace Officer" status; review of benefit package within presently allocated resources
Appendix E - Sideletter Agreement - Resident Assistants	35	Agreement to meet to develop the transition of Resident Assistants from quasi-contract employees to permanent employees under 400; 6-month probationary period with decision as to permanent status by Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Prestor. Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beattice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

September 4, 1981

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, SEPTEMBER 10, 1981 AT 1654 SUNNYDALE AVENUE, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams
Secretary/Executive Director

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AGENDA
* * * * * *

Regular Meeting Held
September 10, 1981

1654 Sunnydale Avenue
San Francisco, California

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Approving the Final Application to the Department of Housing and Urban Development for $5,150,000 in Fiscal Year 1981 Comprehensive Improvement Assistance Program Funds.

   (b) Resolution - Authorizing Award of Contract for Fabrication and Installation of Galvanized Pipe Railings in Holly Courts Project, Cal. 1-1.

   (c) Resolution - Authorizing the Signing of Memorandum of Understanding regarding Mural Projects Between the San Francisco Housing Authority and the San Francisco Art Commission.

   (d) Resolution - Authorizing Contract with Pacific Consulting Group for Management Staff Training.

   (e) Resolution - Authorizing Travel of the San Francisco Housing Authority's Legal Counsel to the State Bar Convention in San Diego, California.

   (f) Resolution - Authorizing Travel to NAHRO's National Convention on October 25-28, 1981 to Colorado Springs, Colorado.

   (g) Resolution - Approving Operating Budget For the Period October 1, 1981 to September 30, 1982 covering Section 8 Leased Housing Units Under Contract No. SF618.

12. ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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SEP 10 1981

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, September 10, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 1654 Sunnydale Avenue, San Francisco, California, on Thursday, September 10, 1981 at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
James G. Fussell, Jr., Commissioner
Rev. Harry Chuck, Commissioner

EXCUSED: Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner

A Quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

2. VISITORS:

There were approximately 50 visitors cards completed and those visitors wishing to address the Commission was heard after New Business on the Agenda.

The visitors comments and concerns were limited to five (5) minutes of speaking time.

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda and Vice-President Brooks seconded the motion. The Agenda of September 10, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to accept the minutes of August 27, 1981 and Vice-President Brooks seconded the motion. President Cook asked for the minutes of August 27, 1981 on page 8, be corrected to read deaf instead of "death cat". The minutes of August 27, 1981 was UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

President Cook asked for the Tenant Representative, Mrs. Sadie Gray, to give her report and then the Commission proceed with the Agenda and last allow for input from any of the tenants.

Mrs. Sadie Gray, President of Sunnydale Tenant Organization, addressed the Commission and reported the following complaints of the tenants in Sunnydale:

1. Wall Plugs
2. Water Heaters
3. Locks on Fuse Boxes
4. Grounds need work
5. Screen Doors
6. Security Screens for Windows
7. Roaches
8. Paint for buildings

Mrs. Gray additionally requested the Commissioners to tour Sunnydale to see it's actual condition.

Discussion ensued regarding the painting of two (2) sides of only one (1) building in Sunnydale over three (3) years ago.

Mr. Williams explained that this issue will be discussed under New Business item (a) the final application for the 1981 Comprehensive Improvement Assistance Program Funds. He further commented that three (3) years ago funds were appropriated through the Community Development Program to paint the exterior units of Potrero Hill and in Sunnydale. There was an under estimation by staff to complete the job. Additional funds have been requested by the Community Development Block Grant Program to complete the painting of Sunnydale and Potrero Hill. In the 1982 Program, approval is expected from the Mayor's Office of Community Development for the painting of Potrero and Sunnydale. Under the Community Development Program those funds are not available until HUD approves the application which is anticipated to be sometime in January or February.

Complaints were made about SFHA Police Department not responding to maintenance calls over the weekend and the maintenance department not responding to maintenance calls.

Discussion ensued between Commissioners and audience regarding the individual water heaters in each unit. Discussion continued about who was responsible for responding to calls regarding the water heater; ie...pilot lighting etc.

President Cook and fellow Commissioners agreed that it is imperative for the SF Housing Authority to be on equal basis with the private sector and the Housing Authority tenants treated the same by PG&E. He requested staff to look into the problem with PG&E not responding to tenant calls regarding their individual heaters. Commissioner San Jule asked staff to look into the PG&E situation to find out why PG&E does not respond and hold a meeting with the appropriate PG&E staff persons. Vice-President Brooks asked why maintenance does not respond to tenants calls regarding their water heaters.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2408

APPROVING THE FINAL APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR $5,150,000 IN FISCAL YEAR 1981 COMPREHENSIVE IMPROVEMENT ASSISTANCE PROGRAM FUNDS

* *

RESOLUTION NO. 2408
* * * * * * * * * * * * * * *

RESOLUTION APPROVING THE FINAL APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR $5,150,000 IN FISCAL YEAR 1981 COMPREHENSIVE IMPROVEMENT ASSISTANCE PROGRAM FUNDS

SUNNYDALE, CAL 1-3
WESTSIDE COURTS, CAL 1-8
YERBA BUENA PLAZA, CAL 1-18(2)
YERBA BUENA PLAZA ANNEX, CAL 1-18(5)

* *

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Fiscal Year 1981 Comprehensive Improvement Assistance Program Funds in the amount of $5,150,000; and

WHEREAS, the Department of Housing and Urban Development has reviewed the management and modernization needs of the Authority, and has determined that these funds should be applied to the following items:

1. Architectural and Engineering Fees for the rehabilitation of the Yerba Buena Plaza and Yerba Buena Plaza Annex Housing Projects

2. Purchase of new EDP equipment for the Authority

3. To assist in the implementation of the Deloitte, Haskins and Sells recommendations

4. Rehabilitation of a portion of the Yerba Buena Plaza Housing Project

5. Conversion of the Gas and Electrical distribution systems at the Sunnydale and Westside Courts Housing Projects to Pacific Gas and Electric Company ownership

6. Administrative Cost to execute the above work.

WHEREAS, the San Francisco Housing Authority will comply with all policies, procedures and requirements prescribed by HUD for the modernization, including implementation of the modernization in a timely, efficient and economical manner and handling of ongoing management costs consistent with HUD requirements; and

WHEREAS, the modernization program cannot be funded from current operating funds; and,

WHEREAS, the San Francisco Housing Authority has adopted the goal of awarding at least 20 per cent of the dollar value of the total of the modernization contracts, to be awarded during the subsequent Federal Fiscal Year, to minority business enterprises; and,

WHEREAS, the San Francisco Housing Authority has invited comments from the Public Housing Tenants Association on this 1981 Comprehensive Improvement Assistance Program as required by HUD regulations; and

WHEREAS, the San Francisco Housing Authority will ensure non-discrimination in the selection of tenants to be rehoused, determination of which tenants require temporary and permanent rehousing, assignment of tenants within the Authority, and provision of assistance to tenants being rehoused, should and such rehousing be required as part of these modernization efforts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Authority Commission formally approve this Final Application for 1981 Comprehensive Improvement Assistance Program.

II. That the Executive Director be and the same is authorized to apply to the Department of HUD for the necessary funding to accomplish the above described improvements to the Sunnydale, CAL 1-3, Westside Courts, CAL 1-8, Yerba Buena Plaza, CAL 1-18(2) and Yerba Buena Plaza Annex, CAL 1-18(5) Housing Projects.

III. That upon approval of the application for funding by the Department of Housing and Urban Development, the Executive Director be and the same hereby is authorized to take all necessary steps to implement the approved program.

IV. That this resolution become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY
Legal Counsel

DATED September 3, 1981

Secretary, Mr. Williams, explained that this is a final submission of application to the Area Office of the Department of Housing and Urban Development for $5.1 million in modernization funds for the 1981 program year. This is the Comprehensive Improvement Assistance Program under the Department Initiative to provide funds to the local housing authorities to undertake major repairs and reconstruction work in some of its projects. Mr. Williams referred to a memorandum forwarded to the Commissioners outlining the major areas in which the funds will be allocated. This resolution is a formal requirement for submission through the Housing and Urban Development. He commented that appropriate people from HUD have given assurances that this level of funding is smaller that what was anticipated for the program year of 1981.

Ron Atkielski, Staff Architect, addressed the Commission summarizing the final application to the Department of Housing and Urban Development approving $5,150,000 for the rehabilitation of several projects. HUD has determined what the Authority needs to be and has mandated $5,150,000 and has determined how those funds would be used. The projects that will be rehabilitated are the Western Block of the Plaza Projects, architectural funds to design the entire Plaza Project and the redesign of the Pink Palace, funds for two (2) projects to convert to PG&E ownership; Sunnydale and Westside. He explained at the present time, the Housing Authority is responsible for the lighting of pilot lights. The Authority is currently requesting the PG&E take over the entire system. Meters will be installed for individual apartment instead of one master meter. After the installation of individual heaters, then PG&E will be responsible for any maintenance calls.

Additionally Ron Atkielski answered the audience that PG&E will be paid by each individual tenant and there will be a corresponding reduction of rent.

Commissioner Fussell motioned to accept the resolution and Vice-President Brooks seconded the motion. Resolution No. 2408 was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2409

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FABRICATION AND INSTALLATION OF GALVANIZED PIPE RAILINGS IN HOLLY COURTS - PROJECTS CAL 1-1

* *

RESOLUTION NO. 2409
* * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FABRICATION AND INSTALLATION OF GALVANIZED PIPE RAILINGS IN HOLLY COURTS-PROJECT CAL 1-1
* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on June 22, 1981, this Authority advertised for bids for fabrication and installation of galvanized pipe railings in Holly Courts, Project CAL 1-1; and

WHEREAS, on July 21, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Crown Iron Works	$5,744.00

WHEREAS, the Authority has evaluated the bid received and has determined that the bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Crown Iron Works in the amount of $5,744.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Crown Iron Works on behalf of this Authority.

APPROVED AS TO FORM:

_____
Counsel

Date_____

Mr. Williams explained that this resolution is part of the expenditures out the Community Development Program which will provide monies to install handrails in the Holly Courts Project. The handrails will be installed on the stairwells. Only one bid (low bid) was received and staff has analysed the bid and feels the bid is in order. Secretary recommended the Commissions approval of the ocntract so the work can get underway.

(c) RESOLUTION NO. 2410

RESOLUTION AUTHORIZING THE SIGNING OF MEMORANDUM OF UNDERSTANDING REGARDING MURAL PROJECTS BETWEEN S.F.H.A. AND SAN FRANCISCO ART COMMISSION

* *

RESOLUTION NO. 2410
****

RESOLUTION AUTHORIZING THE SIGNING OF MEMORANDUM OF UNDERSTANDING RE MURAL PROJECTS BETWEEN S.F.H.A. AND SAN FRANCISCO ART COMMISSION
****

WHEREAS, the San Francisco Art Commission desires to establish a mural program within the San Francisco Housing Authority.

WHEREAS, the San Francisco Housing Authority and its tenants will benefit from the establishment of a mural program within the San Francisco Housing Authority.

WHEREAS, it is necessary that there be a clear understanding between the San Francisco Housing Authority and the Art Commission about the establishment of the mural program.

WHEREAS, the parties have memorialized in writing their understanding of how the mural program is to work within the San Francisco Housing Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Exective Director is authorized to enter into a memorandum of understanding with the San Francisco Art Commission.

2. That said memorandum of understanding shall outline the parties agreement with respect to the operation of the mural program within the San Francisco Housing Authority.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE M. PERRY
LEGAL COUNSEL

Dated: September 2, 1981

Mr. Williams stated, in regards to the memorandum of understanding regarding the painting of murals, from time to time the Authority has received requests from various tenant organizations and from various artists through the Art Commission that murals and other works of art be placed on housing authority buildings. There have been some difficult in formalizing an arrangement between the Housing Authority and the Art Commission in respect to how this matter would be handled. The Authority's attorney and the attorneys assigned to the Art Commission from the City Attorney's Office have been working on this particular memorandum. There are a few projects where the Art Commission have commissioned some artist to begin work and the Housing Authority has held up the work on those projects until this memorandum had been completed. Mr. Williams stated that this memorandum of understanding will help protect the interest of the Housing Authority as well as the interest of others. The funds are made available for the artist, normally through the Community Development.

Commissioner Fussell referred to his feelings when seeing the murals and requested the Commission to require the artist be responsible for maintaining the mural after it is painted. He also commented that if the artist can obtain funds to do the painting then the artist should be able to obtain funds to maintain the painting.

Counsel Connie Perry stated the agreement calls for; if the mural deteriorates in any manner, the Authority to notify the Art Commission and they are to contact the artist to restore the mural and if they don't, the mural will be painted over at the Authority's discretion. Commissioner Fussell commented the mural will be painted over at the expense of the Housing Authority and this is what he is objecting to because someone should bare the cost. He further commented that he wanted the Art Commission responsible for painting over the mural if the artist refuses to maintain the mural.

Mr. Williams and Counsel Perry agreed to insert Commissioner Fussell's request. Mr. Williams stated that Ping Yuen Project is the only mural pending at this time and artist has been funded some time ago.

Mr. George Lee, President of Ping Yuen Tenant Association, stated that the murals painted in Ping Yuen lasted for 4 - 5 years and it looks very good. He said the tenants are waiting for the mural to be painted on the Child Care Center building.

Commissioner San Jule commented that the Art Commission is facing cut-backs like other city agencies and stated if the Housing Authority makes the memorandum of understanding too binding or too demanding there will be no murals at all. She recommended that she talk to the Art Commission, Ray Taliaferro regarding this matter as a function of the Site & Design Committee.

Mr. Williams stated that to his knowledge there are not a great number of these projects. He also stated that htere should not be more than one (1) or two (2) in a period of 12 - 24 months.

Commissioner Fussell proposed an amendment regarding the memorandum of understanding and stated if the amendment passes then the Commission will vote on the resolution. The Amendment should read the Art Commission shall be responsible for the maintenance and the removeral of the mural in the event that is is determined that the mural in the event that it is determined that the mural must be removed. Commissioner San Jule moved to accept the amendment and Vice-President Brooks seconded the motion. The amendment was UNANIMOUSLY APPROVED.

Commissioner Fussell moved to adopt the resolution and Commissioner San Jule seconded the motion. Resolution No. 2410 was UNANIMOUSLY APPROVED.

(d) RESOLUTION NO. 2411

RESOLUTION AUTHORIZING CONTRACT WITH PACIFIC CONSULTING GROUP FOR MANAGEMENT STAFF TRAINING

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RESOLUTION NO. 2411
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RESOLUTION AUTHORIZING CONTRACT WITH PACIFIC CONSULTING GROUP FOR MANAGEMENT STAFF TRAINING
* *

WHEREAS, the Deloitte Haskins and Sells Management Assessment delineated a need for management training; and

WHEREAS, the S.F.H.A. has determined that there is a need for staff training for its management staff; and

WHEREAS, HUD has approved the reprogramming of $20,000 from the Authority's Management Assistance budget for the implementation of management staff training; and

WHEREAS, Pacific Consulting Group has submitted a proposal to perform the management training for $20,000.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The S.F.H.A. Commission accepts the proposal of Pacific Consulting Group to perform the management staff training; and

2. The Executive Director is authorized to execute all documents necessary to enter into a contract with Pacific Consulting Group; and

3. This Resolution shall take effect immediately.

Attachment

APPROVED AS TO FORM:

Connie M. Perry

CONNIE M. PERRY
LEGAL COUNSEL

Dated: September 2, 1981

Mr. Williams introduced this resolution stating this contract is part of the Deloitte Haskins and Sells recommendation and provisions have been made a contract to train the Atuhority's staff in the new system that will be implemented for management staff. The Deloitte Haskins and Sells Report has been amended to provide funds for management staff training program. This resolution will authorize staff to execute that contract.

Commissioner Fussell moved to adopt the contract and Vice-President Brooks seconded the motion. Resolution No. 2411 was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2412

(e) RESOLUTION AUTHORIZING TRAVEL OF S.F.H.A. LEGAL COUNSEL TO THE STATE BAR CONVENTION IN SAN DIEGO CALIFORNIA

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RESOLUTION NO. 2412
* * * * * * * * * * * *

RESOLUTION AUTHORIZING TRAVEL OF S.F.H.A. LEGAL COUNSEL TO THE STATE BAR CONVENTION IN SAN DIEGO, CALIFORNIA
* *

WHEREAS, the State Bar Convention is being held in San Diego, California, October 9 - 14, 1981; and

WHEREAS, there will be various seminars offered at the convention which will offer training for the S.F.H.A. Legal Counsel; and

WHEREAS, it will be beneficial to S.F.H.A. for its Legal Counsel to attend said Convention.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. S.F.H.A.'s Legal Counsel is authorized to attend the State Bar Convention in San Diego, California on October 9 - 14, 1981; and

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE M. PERRY
LEGAL COUNSEL

Dated: September 1, 1981

President Cook called for a motion to accept Resolution 2412. Commissioner San Jule moved to accept the resolution and Vice-President Brooks seconded the motion. Resolution No. 2412 was UNANIMOUSLY APPROVED.

Comments from the audience ensued regarding the conducting of other business not pertaining to Sunnydale Projects.

Mrs. Gray addressed the audience stating that the Commission have their regular business to meet on and she expressed to the audience that tenants comments would be heard after the Commission business.

President Cook introduced the next resolution on the Agenda.

(f) RESOLUTION NO. 2413

RESOLUTION AUTHORIZING TRAVEL TO NAHRO'S NATIONAL CONVENTION ON OCTOBER 24-28, 1981 TO COLORADO SPRINGS COLORADO

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RESOLUTION NO. 2414
* * * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING TRAVEL TO NAHRO'S
NATIONAL CONVENTION ON OCTOBER 25-28, 1981
COLORADO SPRINGS, COLORADO
* *

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials (NAHRO); and

WHEREAS, the National Association of Housing and Redevelopment Officials is conducting a forum in Colorado Springs, Colorado, which will deal in matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, this Authority deems that the attendance at the conference of such members of this Commission as the Commission and the Executive Director may indicate is essential in the conduct of its low-rent housing operation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That such members of the Commission as the Commission and Executive Director may indicate be authorized to travel to Colorado Springs, Colorado, October 25-28, 1981 for the purpose of attending the aforementioned forum.

II. That travel be in conformance with the rules and regulations of the travel policies of this Authority.

III. That this Resolution shall become effective immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry, Counsel
San Francisco Housing Authority

DATE: Sept 1, 1981

Commissioner Fussell motioned to approve travel to NAHRO and Vice-President Brooks seonded the motion. Resolution No. 2413 was UNANIMOUSLY APPROVED.

(g) RESOLUTION NO. 2414

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1981 TO SEPTEMBER 30, 1982. COVERING SECTION 8 LEASED HOUSING UNITS UNDER THE CONTRACT NO. SF-618

* *

RESOLUTION 2414

* * * * * * * * * * *

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1981 to SEPTEMBER 30, 1982. COVERING SECTION 8 LEASED HOUSING UNITS UNDER THE CONTRACT NO. SF618

* *

WHEREAS, there is attached hereto and marked Exhibit "A" the budget in summary form for the Section 8 Housing Assistance Payments Program under contract SF-618 covering the fiscal operating period October 1, 1981 to September 30, 1982; and

WHEREAS, this Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for Federal funding in excess of that payable under provision of HUD Notice HM75-20 (LHA) dated April 29, 1975. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO;

That the revised budget marked Exhibit "A", attached hereto, is hereby approved for submission to the HUD area Office.

APPROVED AS TO FORM:

Connie M. Curry

DATE: 7/23/81

Mr. Williams explained that this is the operating budget for the Section 8 contract which will provide for 2,014 units under the Section 8 program. This contract will bring the Section 8 units total to 2,123 units and this is the annual appropriation made available through the Area Office of Housing and Urban Development. Mr. Williams stated the approval of the Commission will authorized staff to forward to HUD necessary documents to complete this action.

Commissioner Chuck moved to approve the budget and Vice-President Brooks seconded the motion. Resolution No. 2414 was UNANIMOUSLY APPROVED.

President Cook set the ground rules for Sunnydale tenants to address the Commission regarding their units. He stated those persons that have visitors cards completed will be heard first and the discussion was limited to five (5) minutes.

Alice Collins - Tenant Sunnydale
The general condition of the Sunnydale Area being run down in need of paint for the exterior building. A playground for the children is needed.

Ruth Ivory - Tenant Sunnydale
Reported on the children breaking windows of the vacant and occuppied units.

Edith Williams - Tenant Sunnydale
Questioned the high vacanies and why she can not be transferredto a three (3) bedroom in Sunnydale. She has three children and has been living in a two bedroom for 5 years. Also, she complained the unit is in need of paint.

Dennis Guest, Director of Resident Services, responded there are 87 vacancies in Sunnydale; 9 one bedrooms, 65 two bedrooms, 13 three bedrooms and 1 four bedroom. Mr. Guest stated there is a hugh backlog of tenants in need of larger units through the entire housing projects. There are 80 families in Sunnydale in need of larger units. Vice-President Brooks referred Ms. Edith Williams to Dennis Guest regarding her transfer.

Mr. Carl Williams asked Dennis Guest to inform the Commission as to how many units are vacant due to the relocation of tenants to Hunters Point. Dennis Guest stated that approximately 140 - 150 people were moved from Sunnydale, Potrero, and Potrero Annex back to Hunters Point.

Mrs. Gray suggested if the tenant is eligible for a larger unit, and willing to paint and clean the units rather letting the unit stay vacant and become extensively vandalized why not let those tenants move into the units. She stated that the majority of tenants have been residents of Sunnydale for over 5 years and she stressed that it was unfair for new applicants for housing to get units when current Sunnydale residents are in need of units and want to remain in Sunnydale.

Mr. Guest responded that if every tenant were moved that needed a tranfer the Housing Authority would not be able to cut down on the vacancies. The Housing Authority is not in a financial position do do a mass transfer of 60 + additional families. Staff is trying to mix in new tenants as well as applicants on the waiting list and evaluating that situation. If mass transfers are done the Authority will have no cash flow. He referred to the private sector, stating that if a tenant moves into a two (2) bedroom and its the proper bedroom size at that time, it is not the owner's responsibility to move that tenant to a larger apartment if the composition changes. He also stated it costs the Authority approximately $1,200 to transfer a family.

Betty Dagler - Tenant Sunnydale - 34 years
Transfers for families to larger units would not stop the cash flow if those units that families were being transfered were rented to a person on the waiting list immediately after that family was transferred. Lighting for the grounds around the Sunnydale for safety and security reasons.

Ron Atkielski responded that the Authority have received Development monies for exterior lighting in the Sunnydale project and bids will be made on this work next week. Lights will be placed up within two months.

Betty Dagler stated that the dogs are a problem in Sunnydale.

Catherine Stinner 1934 Sunnydale Ave.
Stating that she was promised that her unit would be painted 7 years ago and it has never been done. Pipe was busted and she waited three months to get that repaired. Her water heater went out because of it's age .

Vendell White - 1938 Sunnydale Ave.
Stating that when she moved into Sunnydale she had to remove the boards from her windows and the water heater burned her eyebrows when whe tried to light the water heater. She referred to being charged for court cost for a repair bill that was not her fault. She stated that her clothes line was knocked down by a car and the Authority is refusing to replace it.

Alice Martin - 1712 Sunnydale Ave.
Complaint about the repairs that are needed in her unit and the amount that is charged to the tenants for those repairs. She also complained about the roaches in her apartment.

Eula Sims - Tenant Sunnydale
Stated that what the tenants are complaining about is very true because she has been a tenant in Sunnydale for a long time and have witnessed all the problems that are addressed today.

Katherine Hutches - Tenant Sunnydale
Reported on a flood that occurred when the city was on strike which caused the tile in her kitchen to raise up. She compliant about gas leaking from her stove when its off. She was referred to speak to Dennis Guest.

Clara Coleman - Tenant Sunnydale
Her kitchen walls need repairs, Holes were patched up and now the patches are peeling off and no one has come out to repair it. The kitchen floors need tile.

Lloydie Terry - Tenant Sunnydale
Complaint about her bathroom sink backed up. The pipes in her unit are rotted. Her bathroom water backs up in her kitchen sink. She had ongoing complaints about the maintenance calls.

Kathleen Fon - Tenant Sunnydale
Stressed concern about the vacant apartments and made suggestions about renting the vacant units. There are mice in all the units. She also commended on the graffiti on the buildings.

Pam Warren - Tenant Sunnydale
Stated that she is aware of the cut-backs in the maintenance department because she was an employee. She stated the maintenance work still needs to be done. She's been a tenant for 15 years and the grounds are not kept up as they were in the past years.

President Cook stated that the Commission has heard the tenants complaints and the housing Authority is moving progressively to improve the conditions for all tenants. He referred to the recent receiving of outside funds to repair the vacant units. He suggested to the tenants begin organizing to care for their areas as well as the Housing Authority. He said the Housing Authority can not solve all the problems.

He asked that the Commissioners in the essence of time begin touring the project grounds.

Alma Rogers 14 Brookdale
Complained that there was a mud side that covered the entrance to her apartment everytime the grass is watered or it rains. A decent living condition is needed in Sunnydale.

Mrs. Jackson commented that her refrigerator went out for three days and she was informed that whe would receive reimbursement for the lose of her food. She has never been reimbursed. Her rent has been increased without any reason and she has not had an increase in her income. She won that case but has not been paid her back rent. She needs paint for her unit because she's lived there 7 years and her unit was never painted.

Frankie Gates - Tenant Sunnydale
Requested for more yard men because of the trash and debris that are all over the grounds. President Cook suggested the tenants to organize and clean the yards themselves because the Housing Authority does not have the money to hire any additional people.

The Mailman addressed the Commission and requested the Commission to do something about the dogs in Sunnydale.

Johnnie Tims Tenant Sunnydale
Complained about the dog next door to her unit. She can't water her yard nor can people get out of their cars. She stated that the dog is dangerous.

Commissioner San Jule informed the audience that there will be a Site & Design Committee Meeting at 440 Turk Street regarding the Pet Policy the Commission adopted.

Mrs. Wagner - Tenant Sunnydale Annex
Asked why the flood light was removed in the front of the building. She was referred to Ron Atkielski.

12. ADJOURNMENT:

There being no further business to discuss the meeting was adjourned at 12:05 p.m.

_____
CHAIRMAN

Carl L. Williams
CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

September 18, 1981

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, SEPTEMBER 24, 1981 AT 440 TURK STREET SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

DOCUMENTS DEPT.
OCT 1 - 1981

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY September 24, ,1981
10 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA
********* ******

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:
   Re-appointment of Commissioner Patteron
   Re-appointment of Commissioner Brooks

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:
   (a) Resolution - Award of Contract for Roofing Installation at Woodside Gardens and 345 Hermann Street

   (b) Resolution - Authorizing Easement to Pacific Telephone Company in Hunters View Cal. 1-18(3)

   (c) Progress Report on Anti-Crime Program at North Beach

11. ADJOURNMENT:

Carl L. Williams
Executive Director

SF
H65
#3
9/24/81

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, Spetember 24, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority 440 Turk Street, San Francisco, California, on Thursday, September 24, 1981 at 10:00 a.m.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:10 a.m.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: Carl. Williams, Secretary/Executive Director

2. VISITORS:

Bobbie Sanders, PHTA - Head & Randolph
Francis Hugunin, 345 Hermann Street
Patricia Accoae Potrero Hill
Christine Neal, PHTA
Cleo Wallace, Vice-President, PHTA
Leah Steward, 491 31st Ave.

3. APPROVAL OF AGENDA:

Commissioner Fussell moved to approve the agenda and Commissioner Chuck seconded the motion. The Agenda of September 24, 1981 was UNANIMOUSLY APPROVED

4. APPROVAL OF MINUTES:

There were two Commission meetings which needed approval. Commissioner Westbrook moved to approve the minutes of September 4, 1981 and September 10, 1981 and Vice-President Brooks seconded the motion.

5. GENERAL COMMUNICATIONS:

Mr. Williams introduced a letter received from the Area Office of the Department of Housing and Urban Development regarding the management review of the Section 8 Program. He stated he was very pleased with the positive report. The Area Office of HUD made some recommendations and Mr. Williams commented the Section 8 staff and its administrator on a very very positive report. Copies were made and distributed to each Commissioner.

Mr. Williams said there were several areas that needed to be reported on but he went to the most important issue, the reseating of Commissioners Brooks and Patterson. He stated he has received from the Mayor's Office certified copies of the Letter of Reappointment, Letters of Acceptance and Appointment Forms, Oath of Office and Certificates of Appointment and Certificates by the Mayor that Commissioners Brooks and Patterson are not officers nor employed by the City of San Francisco, all relating to the reappointment of Commissioners Brooks and Patterson for a term on this Commission.

Commissioner Fussell moved that the documents be accepted and filed. Commissioner Chuck seconded the motion. Acceptance of the documents and filing were UNANIMOUSLY APPROVED.

Commissioner Chuck moved for the approval of the reseating of Commissioners Brooks and Patterson to the SFHA Commission and Commissioner Fussell seconded the motion. The reseating of both Commissioners was UNANIMOUSLY APPROVED.

President Cook extended his congratulations to Vice-President Brooks and Commissioner Patterson for another term of two (2) years.

6. REPORT OF SECRETARY:

Secretary, Mr. Williams mentioned that sometime ago a joint meeting was held between this Commission and the Police Commission regarding matters between the SFHA and the San Francisco Police Department. The Police communicated to the SFHA that they would like to have another meeting. Mr. Williams recommended this meeting be calendared as soon as possible either the first or second Commission meeting in October. He recommended October 22, 1981 and President Cook consented.

Another matter brought up by Mr. Williams was a hearing at the Board of Supervisors, Joint Committee on Finance Planning and Housing with respect to the 1982 Community Development Program. The Housing Authority has an appropriation for $1.9 million recommended by the Mayor. The Board held two (2) hearings last week and they have not concluded the hearings. However, at this point, the Housing Authority's request remains intact. There is no indication that the committee members are contemplating a reduction in the money that has been recommended for the Housing Authority by the Community Development Program. Mr. Williams stated he would keep the Commission apprised of the progress of this matters.

The last matter mentioned by Mr. Williams was the Public Housing Task Force holding its first meeting, September 25, 1981. He stated the first meeting will be essential for organizing the Task Force and establishing some ground rules. Following this meeting they hope to announce the schedule of all future meetings. Some of the meetings will be open to the public.

Commissioner Fussell asked if the Commissioners would be welcome as guests at these meetings. Mr. Williams responded that Commissioners Chuck and San Jule are on the task force along with Mr. Bill Witte, Mr. Don Tishman, Ms. Naomi Gray and two (2) respresntatives of Public Housing Tenants Association, Cleo Wallace and Marsha Redus. Requests were made to the Area Office of HUD that staff serve as a resource and back-up to the task force. Mr. Williams and Mr. Heynneman will be serving as the staff support for work that the task force will be undertaking.

7. COMMITTEE REPORT:

Commissioner San Jule stated the meeting was held on Monday, September 21, 1981 at the SFHA with herself and Commissioner Chuck present. The purpose of the meeting was to consider the recommendation by the San Francsico S.P.C.A. to undertake a Pet Pilot Program in one of the SFHA's developments.

The Site and Design Committee received a staff analysis and recommendation. The staff concluded that the pilot program would result in an additional burden on its already limited resources. Therefore, it was the staff recommdation that the pilot program not be undertaken.

There was also a discussion regarding the recent legislation passed in Sacramento which would permit the elderly in public housing to have up to two (2) pets. This legislation has not yet been signed by the Governor and if signed this bill will become effective on January 1, 1982. The committee recommended that no changes be made in the Authority's present pet policy until the new legislation becomes effective. The Governor has until September 29, 1981 to approve or veto this legislation.

The committee recommended that a letter be written expressing the policy of the Commission which would be sent to Governor Brown. President Cook said he would like Mr. Williams to state in the letter that the Commission is opposed to the legislation and to urge Governor Brown to veto the bill. Also President Cook thought it would be appropriate to briefly explain the financial considerations and express the views of PHTA and the Senior Housing group. Mr. Williams responded that a letter would be executed.

Commissioner Fussell moved the report be accepted and Commissioner Chuck seconded the motion. THE Report was UNANIMOUSLY APPROVED.

8. REPORT OF COUNSEL:

None. Mr. Williams stated Counsel Perry is on vacation and returning October 2, 1981.

9. TENANT REPRESENTATIVE REPORT:

President Cook asked if there was a report from PHTA. Vice-President Brooks said the Senior Citizens representative from Hermann Street would like to address the Commission.

Mr. Francis Hugunin addressed himself to the Commission as the representative for the senior citizens at 345 Hermann Street. He wanted to know why the press or a member of the Commission had not come to see their project. He reported the following complaints of the tenants at Hermann:

1. Two (2) big leaks in the roof - one woman tenant is placing pots in her apartment to catch the rainwater

2. Unattractive entrance with a laundry room and unfinished area to the right

3. Uncarpeted entrance.

4. Promised but have not received vinyl to match their rooms - water has seeped into the vinyl and cuased it to rise up.

5. Dirty planters with no area to sun.

Mr. Hugunin asked if anyone would like to see 345 Hermann Street. President Cook asked him to leave his telephone number and said he would be happy to see the project. Mr. Cook informed him of the good news of the resolution awarding the contract for roofing at 345 Hermann Street. Mr. Hugunin left his telephone number.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

President Cook stated that he in receipt of a letter from the Visitacion Valley Center and all the Commissioners have received a copy of it. Mr. Williams stated a response to the letter was going to be prepared. Commissioner Westbrook asked to see the letter before it would be sent out because she had concerns and questions about it. Mr. Williams said the letter would be prepared in draft and forwarded to Commissioner Westbrook.

RESOLUTION NO. 2415

RESOLUTION APPROVING AWARD OF CONTRACT FOR ROOFING INSTALLING AT CAL 1-18(10), 255 WOODSIDE AVENUE AND CAL 1-30, 345 HERMANN STREET

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RESOLUTION NO. 2415
* * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ROOFING INSTALLATIONS AT CAL 1-18(10), 255 WOODSIDE AVENUE AND CAL 1-30, 345 HERMANN STREET
* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on March 10 and 11, 1981, this Authority advertised for bids for Roofing Installations at CAL 1-18(10), 255 Woodside Avenue and CAL 1-30, 345 Hermann Street; and

WHEREAS, on April 7, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Western Roofing Company	$64,959.00
2.	Vaughn Roofing Company	$68,219.00
3.	Sunset Roofing	$69,842.00
4.	New Art Roofs	$83,600.00
5.	Bender Roofing, Inc.	$96,051.00

WHEREAS, the Authority has evaluated the bids received and has received approval from the Mayor's Office of Community Development to modify the budget to contain sufficient funding for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Western Roofing Company in the amount of $64,959.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Western Roofing Company on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date: Sept. 18, 1981

Mr. Williams explained this resolution would be for the installation of new roofs for 255 Woodside Avenue and 345 Hermann Street.

Commissioner Chuck motioned to accept Resoluton 2415 and Vice-President Brooks seconded the motion. Resolution 2415 was UNANIMOUSLY APPROVED.

Commissioner Fussell asked if we had done previous business with Western Roofing. Mr. Deasy was not sure on this. Mr. Cook inquired as to the time frame of having these roofs completed and whether they would be completed before the rainy season started. Mr. Williams responded if the resolution is passed the roofing company can begin work on it as soon as possible and it would be expected the roofs be completed before the rainy season begins.

Commissioner Fussell then asked who monitors the quality of the work and he asked if the roofing company sign a contract as to the quality of the work. Mr. Deasy responded that the bid package contains plans and specification standards. He further explained that we hire a consultant, a professional in roofing, to go out and write us a specification because on large roof jobs it is very important to get the right kind of slope and the correct type of materials. The consultant will advise us on the on the work in progress as to whether or not it is being done according to plans and specifications. Also, there is a warranty from the roofing compnay in case there is a leak later so the Authority has the recourse to have Western Roofing come out and do the repairs.

Commissioner Westbrook inquired if it was really necessary to hire and pay a consultant. She suggested the Housing have someone on staff do the roof consulting and use this money to rehabilitate some housing. She stated President Reagan is cutting funding every way he can and she suggested that the Housing watch how the Housing Authority is allocating it's money.

Commissioner San Jule asked what amount of salary is paid to a consultant. Mr. Deasy explained that the Housing Authority does not have this kind of talent on staff and that it is a very specifized job and he was not sure what we would pay the consultant in this case.

Commissioner Fussell pointed out the variance in bid prices of $64,000 approximately and $96,000 approximately and that unless a consultant wrote the specification, the Housing Authority would not know if the company willing to do the job for $64,000 would do a good job and perhaps $96,000 is what one has to pay to get the job done right.

President Cook suggested that the cost of a consultant be brought up at the next Commission meeting.

Commission Fussell moved to approve the contract and Commissioner San Jule seconded the motion. Resolution No. 2415 was UNANIMOUSLY APPROVED.

(b) RESOLUTION NO. 2416

RESOLUTION AUTHORIZING TELEPHONE SYSTEM EASEMENTS IN CAL 1-18 (3) HUNTERS VIEW

* *

RESOLUTION NO. 2416
* * * * * * * * * * * * * * *

RESOLUTION GRANTING EASEMENTS TO PACIFIC TELEPHONE AND TELEGRAPH COMPANY FOR PURPOSES OF ACCESS AND MAINTENANCE OF UNDERGROUND TELEPHONE DISTRIBUTION SYSTEM IN HUNTERS VIEW PROJECT CAL 1-18(3).
* *

WHEREAS, on June 5, 1981, the Authority accepted the last Phase of dwelling units for use and occupancy at the Hunters View Project, thus completing Contract Areas A, B - Phase I, B - Phase II, C - Phase I and C - Phase II rehabilitation; and

WHEREAS, contained within the site improvements was an underground telephone distribution system to all buildings in the Development; and

WHEREAS, it is in the interest of the Authority to have the Pacific Telephone and Telegraph Company maintain said distribution system; and

WHEREAS, the Authority deems that granting an easement to the Pacific Telephone and Telegraph Company for such maintenance purposes will not interfere or jeopardize the normal operations of the Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That easements be granted by the Authority to the Pacific Telephone and Telegraph Company for access and maintenance in accordance with the proposed "Agreement" between the Housing Authority of the City and County of San Francisco and the Pacific Telephone and Telegraph Company.

II. That this action is contingent upon receipt of approval and Endorsement from the Area Office of the Department of Housing and Urban Development.

III. That the Secretary-Executive Director is authorized and directed to execute aforementioned Agreement on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date: Sept 18, 1981

Mr. Williams stated that the Housing Authority has recently completed most of the rehabilitation work in the Hunter's View area with residents moving into area. This resolution seeks to authorize the Housing Authority to execute the necessary documents with Pacific Telephone with respect to easements in that area.

Commissioner Westbrook moved to accept the resolution and Commissioner San Jule seconded the motion. Resolution No. 2416 was UNANIMOUSLY APPROVED.

President Cook asked if this easement the Commission is granting to Pacific Telephone be under similar terms of what another city agency would be granting. Mr. Williams answered, yes, it would be in his estimation.

President Cook inquired if the easements were underground. Mr. Williams said yes, the telephone lines were underground.

President Cook asked if there was a clause under the easement that would guarantee that the property was returned to its former state, for instance if the telephone company dug a trench, would they fill it back in. Mr. Williams stated, yes, the phone compnay would be responsible for restoring the property back to its orginial state.

(c) STATUS REPORT OF THE SAN FRANCISCO PUBLIC HOUSING AUTHORITY URBAN INITIATIVE ANIT-CRIME PROGRAM (UIACP)

Mr. Williams stated since April of this year the Commission has requested periodic status reports of the San Francisco Housing on the Urban Initiative Anti-Crime Program and thereby introduced Mr. Will Battle, the Coordinator, who gave an oral presentation to supplement the written report submitted in the Commission package of documents. Mr. Battle stated he felt very optisistic about the components of the UIACP program. Mr. Battle's written report is incorporated herein in its entirety.

INTRODUCTION

At the Commission meeting of April 9, 1981, a periodic status report was requested by the Commissioners. There has been an involved and unique history of the UIACP and the Commission being aware of this historical aspect quite naturally desires to be kept abreast of the most recent events occurring within this innovative Anti-Crime Program.

For the purpose of clarity, events in this category will be itemized and then explained in detailed narrative form.

1. North Beach Project Tenant Elections
2. San Francisco Neighborhood Legal Assistance Foundation's involvement in the UIACP.
3. Modernization: Community Room 1 Site Designs
4. Neighborhood Improvement Initiative Program
5. Employment Program.
6. Other Related Program Areas
7. Recommendations

CURRENT STATUS

1. Tenant Elections: For the past two months a great deal of controversy has taken place at the North Beach Project concerning the topic of tenant elections. A group of the residents have challenged the election results due to what they feel were irregularities in the election procedures. The Coordinator of the UIACP held several meetings at the North Beach Project to hopefully resolve this matter. Those meetings did not prove fruitful. A brief historical perspective is felt to be necessary at this point.

Two months prior to the scheduled date of the election May 30th, 1981, the Coordinator advised the tenant officers to contact the Public Housing Tenants Association, PHTA, for the purpose of coordinating a smooth election. This same recommendation was by Oversight Team members to the Tenant Officers. That contact was never made. Contact was not made because the Tenant Officers followed the advice of Ms. Jill Nelson of The Neighborhood Legal Assistance Foundation. At several meetings, Ms. Nelson advised the Coordinator that the Tenant Officers could do what they wanted without any contact with PHTA, and that the Coordinator had no right to question any actions of the tenants. At subsequent tenant meetings that took place, Ms. Nelson has responded in the same fashionto other tenants who have questioned not only the election results, but also Ms. Nelson's seemingly desire to keep the same tenant officers in place. The last tenant meeting on this topic took place on June 16, 1981.

As recent as August 17, 1981, the tenant officers have decided to hold another election that will be monitored by an objective non-tenant agency. That election has tentatively been scheduled to take place September 19, 1981.

2. Neighborhood Legal Assistance Foundation's involvement in the UIACP: An earlier illustration was given concerning a representative from the Legal Assistance Foundation. As shown, the role has been one of an antagonist rather than a facilitator. Due to Ms. Nelson's advice, tenant disharmony was created to the extent of possibly affecting the programmatic activities of the work plan. From all apparent indications Ms. Nelson continues to represent the tenant officers at this point.

It is felt that rather than encouraging cooperaton and compromise, Ms. Nelson perpetuates divisiveness among the tenants. From statements made by Ms. Nelson and the tenant officers, it appears that attempts are being made to overlap a lawsuit which is currently being litigated into the activities of the UIACP. Time and energy spent by the Coordinator and other Authority staff to address Ms. Nelson's concerns could best be spent achieving the many task line items of the UIACP. In addition, as Ms. Nelson's actions are usually in a public forum, a negative example is set for tenants in the area of cooperating with the program activities of the UIACP. To summarize, if the current form and style of representation from the Legal Assistance Foundation continues, it is felt that various goals of the UIACP will be jeopardized.

The choice of legal representation is that of the tenants and no challenge is made relative to that right. However, the Coordinator and Authority staff have been placed in the sensitive position of maintaining tenant involvement and cooperation in the UIACP, while at the same time being ever cognizant that my statement made may become a part of an existing lawsuit.

3. Community Room Design/Site Design

One of the three parts of the UIACP calls for the rehabilitation of the on site Community Room and strengthening the site exterior/interior environmental design.

During the month of August 1981 a managerial decision has been made which caused a revision in the Community room plans. The decision, by the Deputy Executive Director, was based upon recommendations from an assessment conducted at the Authority towards improving management and maintenance procedures. On August 25th the Deputy Executive Director and Authority staff attended a tenant meeting at the North Beach Project. Tenant questions were answered and justification was presented for the change in floor space. An alternate location was suggested and was felt to be budgetarily feasible. Rather than be committal at that point, the tenants requested to review the revised plans and asked that a cost comparison be prepared. The Chief of Planning for the Authority has caused the revised plans to be completed and a cost comparison to be prepared. A North Beach Project Tenants meeting has been announced to take place on September 22nd, 1981 for the purpose of reviewing and hopefully approving the revised Community Room plans. An additional development took place on August 11th, 1981 when the Chief of Planning met with the North Beach Project tenants and they voted to reject all originally submitted plans of the Site Design relative to fencing. However, they did agree to Site Security Improvements such as brighter lighting and closing off those locations on the site that foster criminal activities. The Chief of Planning is presently exploring these and other alternatives.

4. Neighborhood Improvement Initiative Programm (NIIP):
Although the NIIP has no fiscal or programmatic relationship with the UIACP, strong philosophical similarities exist. To date, 1979 NIIP monies have been utilized to refurbish existing and purchase new playground equipment for the North Beach Project youth. Part of the 1979 NIIP monies have also been used to purchase paints, scaffolding and other materials to facilitate a partly completed mural project at the North Beach Project. In addition, part of 1978 NIIP monies are currently being used as salary for the muralist to complete the mural project.

Most recently, preliminary construction has taken place on site towards the installation of a basketball court for the North Beach Project youth.

As per the Office of Community Development(OCD) guidelines, the North Beach Project tenants have made decisions on the use of NIIP funds.

The Public Safety Coordinator of the UIACP has been made aware that a concern exists as to maximum tenant participation in the decision making process of NIIP funds. To insure a cross section of participation on the part of all tenants, the Coordinator has caused flyers to be made and distributed at the North Beach Project. The flyers have also been translated into the Chinese language:
The Authority has the primary fiscal and programmatic responsibility for the NIIP funds, and Authority staff have facilitated the desires of the tenants.

5. Employment Component of the UIACP:
Since April 9th, when the Commission approved the contract with the Telegraph Hill Neighborhood Center, THNC, several programmatic concerns have developed. The majority of these concerns center around the Project Director of the employment component of the UIACP. The concerns began after the Project Director instructed the youth workers to perform labor tasks at the THNC rather than at the North Beach Project site where they were contractually supposed to work. This action by the Project Director necessitated the Executive Director of this Authority to send a letter of caution to the Executive Director of the Telegraph Hill Neighborhood Center regarding the youth workers.

On June 1, 1981, a meeting was held between the Executive Director of the Telegraph Hill Neighborhood Center, Authority Staff personnel, and representation from the San Francisco Building & Trades Union Council. It was from that meeting that all parties, or what was thought to be all parties, agreed that the youth would not begin work of any type until a response was received from the S.F. Building & Trade Union Council representative. It was during this period of waiting that the Project Director, who also attended the June 1st meeting, started the youth working at the Telegraph Hill Neighborhood Center.

Tenant concern on the Employment Program caused the Coordinator of the UIACP to hold a special meeting at which time various tenants made their complaints known to the Project Director. On another occasion, the Project Director contacted this Authority's

Labor Negotiator, advising him that he, the Project Director, was going to contact the unions directly rather than going through the Authority. The Labor Negotiator cautioned the Project Director against any such action and advised the UIACP Coordinator of the conversation. This information caused the Coordinator to hold meetings with the Project Director, Executive Director of Telegraph Hill Center, and a separate meeting with the President of Board of Directors of the Telegraph Hill Neighborhood Center.

On July 20th, a new Executive Director started work at the Telegraph Hill Neighborhood Center. In addition, union elections have just recently concluded. As these and other events have occurred, it was felt that another meeting was in order at that time.

On July 30, 1981 representatives from the Telegraph Hill Neighborhood Center, Laborers Union, Painters Union, North Beach Tenants Association, and Authority Staff met to review the program status. Planned activities were also discussed. The meeting was productive in that the union representatives expressed a willingness to cooperate as much as possible towards the success of the UIACP. In addition, better lines of communication have been established between the Coordinator and staff at the Telegraph Hill Neighborhood Center.

Telegraph Hill Center Staff have developed a painting proposal for which they are presently in the process of seeking funds to implement. The UIACP Coordinator and Authority staff are aware of the proposal and attempting to assist where possible towards the fulfillment of Tel-Hi's goal.

UIACP Employment Component Characteristics

29 participants
3 supervisors
1 administrative coordinator
1 tutor/counselor *
1 project director *

* Non resident

Race: 24 Black
2 White
2 Somoan
1 Hispanic

Sex: 17 Female
12 Male

Age: 4 - 15 yrs.
6 - 16 yrs.
11 - 17 yrs.
5 - 18 yrs.
3 - 21 yrs.

This is a one year program that began June 1, 1981. It is projected that at least ten(10) of the participants will move from this employment program into the private sector due primarily to the efforts of the Tutor/Counselor of the Employment Component of the UIACP.

6. The activities of the UIACP are progressing despite a number of unfortunate setbacks. The level of tenant activism can be attributed to a growing interest in the various components of the UIACP. The UIACP Coordinator has met with the newly assigned district station police Captain and explained the various program goals and objectives. The Captain is receptive and available to speak to the tenants in an effort towards achieving as many of the program goals as possible, particularly those that pertain to strengthening police community relations.

The Project 20, an alternate criminal justice program, has also been contacted and the UIACP Coordinator has a meeting scheduled with the program director, in an attempt toward establishing the UIACP as a site for those who have been sentenced by the court to perform community service. The intent will be to get those who are from the North Beach Project involved in the UIACP. It is hoped that an earlier commitment made by the San Francisco Neighborhood Legal Assistance Foundation to begin the process of incorporating the North Beach Tenants Association will take place during the next quarterly reporting period.

The Commission needs no reminder of the existence of an ongoing litigated court case, the fiscal expenditures are vivid testimony to the case's existence. However, a recommendation is more than necessary at this point in reference to the SFNLAF. There is no dispute that the various site tenant associations can determine who their legal representatives will be. Also, no argument is presented that any group can legally pursue remedies to what they feel may be areas of needed relief. However, it is felt that the Authority, through the Commission, should take a strong position with SFNLAF, in the area of interference in other Authority programs. Specific reference is made to the UIACP.

From the inception of the UIACP this Commission, Executive Director and Authority staff have insured maximum tenant participation. That process is now changed due to the current lawsuit. The lawsuit itself is not a cause of concern to the programmatic activities of the UIACP. However, concern does exist in the area of the SFNLAF attorneys attempts to involve the litigation into the goals of the UIACP.

7. A dangerous precedent is being set that may well carry over into other Authority areas. Therefore, the Authority would be proper in exercising its prerogative of protecting and insuring uninterruption of other Authority activities by representatives of SFNLAF. The recommendation is that this Commission go on record with such a position and the notification be sent to the SFNLAF advising of this Commission's action. It is further suggested that counsel who are representing this Authority in the litigation be contacted prior to sending SFNLAF this notification of Commission action.

There was much discussion pertaining to the recent decision to change the location of the community center at the North Beach Project. Mr. Deasy responded to questions raised by the Commissioners as to the reasons for the changes.

Ms. Agnes Lee of the Chinatown Neighborhood Resource Center presented the views held by many of the Asian residents at North Beach regarding the Anti-Crime Program.

President Cook expressed his great concern over the number of obstacles that some residents are causing in the program. He further stated that unless there was greater cooperation he would seek the support of the Commission to halt the program.

Ms. Cathy Cinnater of the San Francisco ARt Commission approached the Commissioner regarding the agreement with Ping Yuen Tenants Association to paint a mural on the walls at that project.

Ms. Cinnater was concerned with Authority's insistence that the Art Commission be responsible for any maintenance, including removal, required as a result of the painting.

The artist, Ms. Josie Giant, stated that she had done other murals throughout the City and none of them have been removed or require any maintenance.

Commissioners Westbrook and Chuck expressed their concern that the mural project at Ping Yuen should be allowed to go forward.

Commissioner Cook stated that the Commission has voted to require the Art Commission to be responsible for the maintenance of the murals. He stated that if the Commission now wishes to change its vote he would offer a motion to amend the agreement between the Authority and the Art Commission to state that the residents at Ping Yuen would be responsible for any maintenance required as a result of the murals. Commissioner Brooks seconded this motion. The motion was UNANIMOUSLY APPROVED.

Mr. Fred Hubbard, Director of the Western Addition Senior Nutrition Program stated it was his first attendance at a Commission Meeting. He will bring a written proposal to present to the Commission that should be of interest to both agencies. Commissioner Westbrook asked if he was asking for money and he said no.

President Cook said he wanted reports from staff on the following:

(1) update from Deloitte, Haskins & Sells
(2) residential paint program
(3) programs with modernization in Hunter's Point

President Cook also stated that depending upon the Commissioners that he would like to go out and take a look at Hunter's Point either on a Saturday morning or on a Thursday as a regular Commission Meeting.

Ms. Patricia Accoa, a tenant of Potrero Terrace Building G11, stating that her concerns were old cars and car engines on the sidewalk and on the street and there is grease all over the gorunds. She suggested Mr. Richardson put out notices asking the tenants to clean around the fronts of their homes and to watch their buildings.

Ms. Pernariea Howard, tenant at 1250 Eddy Street complainted about her roof leaking directly above her bed and leaks in her living room. She asked if she could be reimbursed for her damaged furniture and carpeting.

Mr. Williams stated this is a matter handled by the Housing Authority insurance and for Mrs. Howard to submit a claim and the Housing Authority would make the necessary adjustment.

12. ADJOURNMENT:

There being no further business to discuss the meeting was adjourned at 12:15 p.m.

CHAIRMAN

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

October 2, 1981

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, OCTOBER 8, 1981 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

Carl L. Williams

REGULAR MEETING OF THE SAN FRANISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, October 8 ,1981 10 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL :

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Award of Contract to Perform Biennial Audit for the Period of October 1, 1979 through September 30, 1981.

   (b) Resolution - Authorizing Travel to Washington, D.C., October 14-16, 1981 to Meet With HUD Officials Concerning the Labor-Management Area of Public Housing.

   (c) Resolution - Authorizing Award of Contract for Fire Doors and Hardware at Project Cal. 1-5, Bernal Dwellings.

   (d) Resolution - Authorizing Award of Contract for Elevator Rehabilitation at Projects - Cal. 1-19(2) 1750 McAllister, Cal. 1-23, 1880 Pine Street, Cal. 1-27 350 Ellis Street, Cal. 1-28, 666 Ellis Street and Cal. 1-32, 1760 Bush Street.

11. NEW BUSINESS (Continued)

(e) Resolution - Authorizing Award of Contract for Elevator Rehabilitation at Project Cal. 1-5, Bernal Dwellings.

(f) Resolution - Authorizing Award of Contract for Elevator Rehabilitation at Projects Cal. 1-18(1) John F. Kennedy, Cal. 1-18(5), Yerba Buena Plaza Annex, Cal. 1-18(6), Ping Yuen North, Cal. 1-18(10) Woodside Gardens.

(g) Status Report on Deloitte Haskins & Sells Recommendations

12. ADJOURNMENT:

Carl L. Williams
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held
Thursday, October 8, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco, met in regular session at the offices of the San Francisco Housing Authority, 440 Turk Street, San Francisco, California, on Thursday, October 8, 1981, at 10:00 A.M.

1. ROLL CALL:

Meeting was called to order by President Cook at 10:05 A.M.

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner

ABSENT: James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

ALSO PRESENT: Carl Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

2. VISITORS:

Richard C. Hansen, North Beach Tenants Association
Richard Willis, Plaza West Ad Hoc Committee
Dorinda Overton, Plaza West Tenants Assn.
Francis Hugunin, 345 Hermann Tenants Assn.
Mary Perata, North Beach Tenants Assn.
Jimmie Mumphery, Hunters View
Jill Nelson, SFNLAF, North Beach Tenants Assn
Sadie Gray, PHTA and Sunnydale
Donnie Bell, Plaza West Tenants Association
Mary Wolridge, PHTA and Alice Griffith
Mrs. Bobbie Sanders, PHTA and Head and Randolph
Eva Mae Williams, Plaza West Tenants Assn.
Cleo Wallace, PHTA
Christine Neal, PHTA

3, APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the Agenda with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of September 24, 1981 with a second by Commissioner Westbrook. UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams stated he had received a letter from the U. S. Department of Housing and Urban Development on October 1, 1981, approving the 1981-82 budget. Under the Performance Funding System the Authority received 85.5% of the normal amount. He said the dollar amount is $9,661,265. If we had received 100% funding the amount would have been $11,299,725. Mr. Williams said the Authority should be able to operate with a balanced budget at the 85.5% level.

In response to Commissioner Westbrook's question regarding the possibility of lay-offs, Mr. Williams said he did not anticipate that there would be a reduction in staff at this time. He said there are a number of things happening in Washington that could change this estimate but at this point he does not believe there will be any lay-offs.

6. REPORT OF SECRETARY:

Secretary Williams said the Public Housing Task Force, established to look into changes to the public housing system met on September 25, 1981. The Task Force essentially concerned itself with setting up a schedule for subsequent meetings. He said there will be a public hearing on October 17, 1981, at California Hall, 625 Polk Street, Room 181, at 10:00 a.m. The purpose of the meeting will be to hear public comment on a number of issues. Mr. Williams said there will be other meetings scheduled by the Task Force and the Commission will be provided a calendar of these meetings.

Secretary also said that on October 1, 1981, a letter was forwarded to Chief Andy Casper of the San Francisco Fire Department, providing him with an updated report on the Authority's efforts to correct the various fire code violations throughtout public housing. He said the Authority has essentially complied with all fire code violations and there are a couple of items on today's agenda pertaining to these violations, which if approved, will bring the Authority into additional compliance.

7. COMMITTEE REPORTS:

Finance Committee: President Cook stated the Chairman of the Finance Committee asked him to report that the Finance Committee had met and recommends approval of items (a) on the agenda for today.

8. REPORT OF COUNSEL:

Counsel Perry reported that she had provided each Commissioner a copy of a report which shows the number of evictions from June through September 1981. President Cook said the report was very impressive.

9. TENANT REPRESENTATIVE REPORT:

Cleo Wallace, PHTA, requested the Commission to look into the possibility of the Public Housing Tenants Association taking over the parking lot near Candlestick Park and the Alice Griffith housing development. She requested the Commission take some action whereby the Executive Director would be able to negotiate a contract with the PHTA. The Executive Director said he would be discussing with PHTA the possibility of entering into an agreement with them.

A discussion took place regarding the current utilization of the parking lot and the best way to proceed with the request made by PHTA. The Executive Director said the Commission could authorize the Authority to proceed with consummating any legal arrangement which could be brought before the Commission at a subsequent meeting. This would probably mean that parties would begin to conduct business prior to Commission action.

Commissioner San Jule motioned to authorize the Executive Director to proceed to negotiate a contract with a second by Commissioner Westbrook. President Cook requested that a maximum six-month lease be granted, and after that a month-to-month lease. UNANIMOUSLY APPROVED.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINES:

AWARD OF CONTRACT TO PERFORM BIENNIAL AUDIT

RESOLUTION NO. 2417

* * * * * * * * * * * *

AWARD OF CONTRACT TO PERFORM BIENNIAL AUDIT FOR THE PERIOD OF OCTOBER 1, 1979 THROUGH SEPTEMBER 30, 1981

* *

RESOLUTION NO. 2417

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH MORRIS, DAVIS & COMPANY TO PROVIDE AUDITING SERVICES

* *

WHEREAS, the San Francisco Housing Authority has entered into Annual Contributions Contracts with the U. S. Department of Housing and Urban Development for its Low Rent Housing Program, Contract No. SF-255; Section 23 Housing Program, Contract No. SF 268, and Section 8 Housing Program, Contract No. SF-618; and

WHEREAS, the U. S. Department of Housing and Urban Development requires that biennial audits be made on the accounts and records of any organization receiving such contract funds; and

WHEREAS, the San Francisco Housing Authority's last audit was for the period of October 1, 1977 through September 30, 1979; and

WHEREAS, on September 11, 1981, the Housing Authority requested proposals from various Chartered Public Accounting firms to audit such contract expenditures; and

WHEREAS, on September 28, 1981, the following proposals were received and reviewed by Housing Authority staff:

FIRM	NUMBER OF HOURS	AMOUNT
Deloitte, Haskins & Sells	640	$19,800
Morris, Davis & Company	1,728	49,850
Coopers & Lybrand	1,300	49,900
Peat, Marwick, Mitchell & Co.	2,480	51,500
Touche Ross & Company	1,840	57,500
Arthur Andersen & Company	1,736	70,000
Alexander Grant & Company	2,296	88,000

WHEREAS, after a review of the proposals, Housing Authority staff determined that the lowest and most realistic proposal was that of Morris, Davis and Company;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. A contract for performing an audit of the San Francisco Housing Authority's Low Rent Housing Program, Contract No. SF-255; Section 23 Housing Program, Contract No. SF-268; and Section 8 Housing Program, Contract No. 618, for the period of October 1, 1979 through September 30, 1981, be awarded to Morris, Davis & Company in the amount of $49,850;

2. The Secretary-Executive Director is hereby authorized and directed to immediately execute the above mentioned contract on behalf of the San Francisco Housing Authority.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE PERRY, LEGAL COUNSEL

Dated Oct 1, 1981

Commissioner Westbrook moved that the foregoing resolution be approved with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

AUTHORIZING TRAVEL TO WASHINGTON, D.C.

RESOLUTION NO. 2418

* * * * * * * * * * * * * * * * *

AUTHORIZING TRAVEL TO WASHINGTON, D. C. OCTOBER 14-18 1981 TO MEET WITH HUD OFFICIALS CONCERNING THE LABOR-MANAGEMENT AREA OF PUBLIC HOUSING.

* * * ** *

RESOLUTION NO. 2418
****

RESOLUTION AUTHORIZING TRAVEL OF SAN FRANCISCO HOUSING AUTHORITY CHIEF LABOR NEGOTIATOR/LABOR RELATIONS TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, WASHINGTON, D.C.
****

WHEREAS, the Secretary for Labor Relations of the Department of Housing and Urban Development has recognized the San Francisco Housing Authority's program of labor relations and negotiations; and

WHEREAS, the Secretary for Labor Relations has requested that the Chief Labor Negotiator share the progress, views, and experiences concerning labor relations in the area of public housing; and

WHEREAS, Mr. Phillip Abrams, General Deputy Assistant Secretary for Housing-Federal Housing Commissioner, and Richard S. Allan, Assistant to the Secretary for Labor Relations, will, among others, be participating in these meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. San Francisco Housing Authority's Chief Negotiator is authorized to attend the meeting with the Secretary for Labor Relations in Washington, D.C. on October 14th., 15th., and 16th., 1981; and

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
Connie M. Perry
Counsel

President Cook explained that this resolution authorizes Milton Reiterman, Chief Labor Negotiator, to travel to Washington, D. C. He said Mr. Reiterman has been asked to visit Washington to discuss some of the improvements made at this authority with labor contracts during the last year and a half; to share this information with other public housing authorities around the country.

Commissioner Westbrook moved for approval of the foregoing resolution with a second by Commissioner Brooks. UNANIMOUSLY APPROVED.

AUTHORIZING AWARD OF CONTRACT FOR FIRE DOORS, BERNAL DWELLINGS:

RESOLUTION NO. 2419

AUTHORIZING AWARD OF CONTRACT FOR FIRE DOORS AND HARDWARE AT PROJECT CAL. 1-5, BERNAL DWELLINGS

* *

RESOLUTION NO. 2419
* * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FURNISHING
SMOKE TOWER STAIRWAY DOORS AND HARDWARE
BERNAL DWELLINGS - PROJECT CAL 1-5
* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on September 3, 1981, this Authority advertised for bids for furnishing of smoke tower stairway doors and hardware in Bernal Dwellings, Project CAL 1-5; and

WHEREAS, on September 17, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Portola Hardware	$11,147.47

WHEREAS, the Authority has evaluated the bid received and has determined that this bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Portola Hardware Co. in the amount of $11,147.47.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That the Secretary-Executive Director is authorized and directed to execute a contract with Portola Hardware Co. on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date Oct 5, 1981

Vice-President Brooks moved approval of the foregoing resolution with a second by Commissioner Westbrook. UNANIMOUSLY APPROVED.

AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHABILITATION:

RESOLUTION NO. 2420

* * * * * * * * * * * * * * *

AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHABILITATION AT PROJECTS - Cal. 1-19(2), 1750 McAllister, Cal. 1-23, 1880 Pine Street, Cal-27, 350 Ellis Street, Cal-28, 666 Ellis Street and Cal. 1-32, 1760 Bush Street.

* *

RESOLUTION NO. 2420

* * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHAB AND CODE COMPLIANCE - PROJECTS CAL 1-19(2), 1750 McALLISTER, CAL 1-23, 1880 PINE, CAL 1-27, 350 ELLIS, CAL 1-28 666 ELLIS, AND CAL 1-32, 1760 BUSH

* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on August 31, and September 1, 1981, this Authority advertised for bids for elevator rehab and code compliance at Projects CAL 1-19(2), 1750 McAllister, CAL 1-23, 1880 Pine, CAL 1-27, 350 Ellis, CAL 1-28 666 Ellis and CAL 1-32, 1760 Bush.

WHEREAS, on September 22, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	U.S. Elevator Co.	$ 76,676.00
2.	Atlas Elevator Co.	$225,904.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to U.S. Elevator Co. in the amount of $76,676.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with U.S. Elevator Co. on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Berry

Counsel

Date Oct 5, 1981

RESOLUTION NO. 2420

* * * * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHAB AND CODE COMPLIANCE - PROJECTS CAL 1-19(2), 1750 McALLISTER, CAL 1-23, 1880 PINE, CAL 1-27, 350 ELLIS, CAL 1-28 666 ELLIS, AND CAL 1-32, 1760 BUSH

* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on August 31, and September 1, 1981, this Authority advertised for bids for elevator rehab and code compliance at Projects CAL 1-19(2), 1750 McAllister, CAL 1-23, 1880 Pine, CAL 1-27, 350 Ellis, CAL 1-28 666 Ellis and CAL 1-32, 1760 Bush.

WHEREAS, on September 22, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	U.S. Elevator Co.	$ 76,676.00
2.	Atlas Elevator Co.	$225,904.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to U.S. Elevator Co. in the amount of $76,676.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with U.S. Elevator Co. on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Berry

Counsel

Date Oct 5, 1981

Vice-President Brooks moved for approval of the foregoing resolution with a second by Commissioner Westbrook. UNANIMOUSLY APPROVED.

AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHABILITATION AT BERNAL DWELLINGS:

RESOLUTION NO. 2421

* * * * * * * * * * * * * *

// AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHABILITATION AT PROJECT CAL 1-5, BERNAL DWELLINGS.

* *

RESOLUTION NO. 2421
* * * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHAB WORK IN BERNAL DWELLINGS - PROJECT CAL 1-5
* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on August 31 and September 1, 1981, this Authority advertised for bids for elevator rehab work at Bernal Dwellings, Project CAL 1-5; and

WHEREAS, on September 22, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BID AMOUNT
1.	Montgomery Elevator Co.	$64,850.00
2.	U.S. Elevator Co.	$76,971.00
3.	Atlas Elevator Co.	$83,000.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to Montgomery Elevator Co. in the amount of $64,850.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with Montgomery Elevator Co. on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Date Oct 5, 1981

Commissioner Westbrook moved for approval of the foregoing resolution with a second by Vice-President Brooks. UNANIMOUSLY APPROVED.

AUTHORIZING AWARD OF CONTRACT AT FOLLOWING PROJECTS FOR ELEVATOR REHABILITATION.

RESOLUTION NO. 2422
* * * * * * * * * * * * * *

AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHABILITATION AT PROJECTS CAL. 1-18(1), JOHN F. KENNEDY, CAL. 1-18(5), YERBA BUENA PLAZA ANNEX CAL. 1-18(6), PING YUEN NORTH CAL. 1-18(10), WOODSIDE GARDENS.
* *

RESOLUTION NO. 2422

* * * * * * * * * * * *

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ELEVATOR REHAB AND CODE COMPLIANCE - PROJECTS CAL 1-18(1) KENNEDY TOWERS, CAL 1-18(5) YERBA BUENA ANNEX, CAL 1-18(6) PING YUEN NORTH AND CAL 1-18(10) WOODSIDE GARDENS.

* *

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, on August 31 and September 1, 1981, this Authority advertised for bids for elevator rehab and code compliance at Projects CAL 1-18(1) Kennedy Towers, CAL 1-18(5) Yerba Buena Annex CAL 1-18(6) Ping Yuen North and CAL 1-18(10) Woodside Gardens; and

WHEREAS, on September 22, 1981, bids were received, publicly opened and read aloud as follows:

	BIDDER	BASE BID AMOUNT	ALTERNATE
1.	U.S. Elevator Co.	$ 62,000.00	$12,240.00
2.	Atlas Elevator Co.	$119,000.00	$25,000.00
3.	Westinghouse Elevator Co.	$126,764.00	No Bid
4.	Montgomery Elevator Co.	$140,091.00	$27,576.00

WHEREAS, the Authority has evaluated the bids received and has determined that the low bid including the Alternate is within the budget item amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract be awarded to U.S. Elevator Co. in the amount of $72,240.00.

II. That this action shall not constitute notice to the contractor of the award of the contract and now award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with U.S. Elevator Co. on behalf of this Authority.

APPROVED AS TO FORM:

Counsel

Date Oct 5, 1981

Vice-President Brooks moved for approval of the foregoing resolution with a second by Commissioner San Jule. UNANIMOUSLY APPROVED:

STATUS REPORT ON DELOITTE HASKINS & SELLS RECOMMENDATION:

Mr. Williams said that a two-page summary of this report has been given to each Commissioner by the Deputy Executive Director, Mr. Barney Deasy.

Mr. Deasy explained that it has been some time since the Commission received and adopted the DH&S report and the Authority's staff has been in the process of implementing it. He said in general the Authority has been limited during the last fiscal year due to budget limitations, particularly in the area of establishing new positions. Mr. Deasy said some of the main recommendations from the study was the reorganization of the Finance Department and the establishment of an operations unit at Egbert Street. He said this has been accomplished with one exception in that the administration of the Section 8 program has been removed from the Resident Services component and now reports directly to the Executive Director.

Mr. Deasy said the reorganization of the Project Area Offices was delayed during the last year because the Authority could not fill key positions primarily because of budget restrictions. However, this year the Authority should be able to proceed because financial assistance has been requested under the Modernization Program, and indications are that this request will be approved. Mr. Deasy said approval of this request will allow the Authority to proceed with decentralization of Maintenance Operations at the project level.

Another key element of the report, as stated by Mr. Deasy, is a training program which would train project staff in new procedures and training managers and their assistants in the new operational process. He said training materials have been prepared for technical training and the contract has been awarded for the management training component. Mr. Deasy said this will begin within the next three months as the procedures are implemented with new staff on board.

Mr. Deasy said the Data Processing equipment needed to underscore and support the decentralized operation has been delivered and is in the process of conversion. This process will be completed shortly and a new program will be added to assist in the computer support operations for the new management structure.

Mr. Deasy said he feels that progress in implementing the DH&S study has gone as well as it could have considering the budget restrictions. We have been able to identify alternate funding sources to support some of the staffing decisions that need to be taken, which will be done within the next year.

Commissioner Westbrook asked if in the process of implementation of this report will the Authority try to promote current staff. Mr. Deasy said absolutely and to date the positions advertised under the program have been filled internally and expects this to continue.

Commissioner San Jule introduced a motion that the Commissioners of the Redevelopment Agency and the Housing Authority meet to explore common areas of interest for the provision of better housing in the Hunters Point area. Commissioner Westbrook seconded the motion but suggested that the Executive Director contact Mr. Hamilton of the Redevelopment Agency to discuss the common interests and concerns of the two agencies and report back to the Commission.

After further discussion, the motion by Commissioner San Jule was Unanimously approved.

VISITORS:

Mr. George Lee of the Ping Yuen Tenants Association informed the Commission about lack of exterior lighting and hot water at 895 Pacific Street.

Mr. Francis Huguinin of 345 Hermann Street expressed concern about the deteriorations in the building, and wanted to know when President, Preston Cook, was going to visit the building.

Several residents of the Plaza West Tenants Association addressed the Commission regarding a number of problems in that development:

(a) frequent breakdowns of the elevators
(b) inadequate maintenance
(c) vacant units and vandalism

The residents also informed the Commission that a "clean-up" campaign would be held at Plaza West on Saturday morning on October 24, 1981.

Accompanying the Plaza West residents, and speaking in support of their concerns, was Mr. Richard Willis, Security and Transportation Manager at Mt. Zion Hospital and Co-Owner of Medical Security Services for the California College of Podiatry.

The Commission expressed its appreciation to Mr. Willis for his work with the Plaza West residents.

Mrs. Mary Perata of the North Beach Tenants Association and Ms. Jill Nelson and Mr. Paul Wardell of the San Francisco Neighborhood Legal Assistance Foundation each addressed the Commission regarding various aspects of the North Beach Anti-Crime Program. Mrs. Perata also expressed her opposition to the "Anti-Crime Progress Report" made at the last Commission meeting by Mr. Wil Battle, North Beach Anti-Crime Coordinator. Speaking in support of Mrs. Perata's statement was Mr. Barton Wong of the Chinatown Neighborhood Improvement Resource Center.

Commissioners Cook and Westbrook expressed concern over the lack of progress with the Anti-Crime Project. Commissioner Cook requested that staff prepare a report on the crime rate in North Beach and provide the Commission with an analysis of the procedures required to terminate the Anti-Crime Project in North Beach and transfer it to another area.

Mr. Richard Hansen, Vice-President of the North Beach Tenants Association, stated that in recent meetings the residents and the Authority appear to be making progress. He expressed his view that a more harmonious working relationship was emerging.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting was adjourned at 12:35 p.m.

_____
CHAIRMAN

_____
CARL L. WILLIAMS
SECRETARY/EXECUTIVE DIRECTOR

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

October 15, 1981

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, OCTOBER 22, 1981 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS

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AGENDA
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Regular Meeting Held:
~~October 8, 1981~~
should be October 22, 1981

440 Turk Street
San Francisco, California

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice-President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorization for Director of Special Programs To Travel To Toronto, Ontario, Canada

12. ADJOURNMENT:

Carl L. Williams

CARL L. WILLIAMS
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, October 22, 1981 - Minutes

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority 440 Turk Street, San Francisco, California, on Thursday, October 22, 1981 at 10:00 a.m.

1. ROLL CALL

Meeting was called to order by Vice-President Brooks at 10:05 a.m.

Roll Call found the following members to be:

PRESENT: Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

EXCUSED: Preston Cook, President

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

2. VISITORS:

Christine Neal, PHTA - Alice Griffith
Mary Wolridge, PHTA
Francis Hugunin, 345 Hermann Street

3. APPROVAL OF AGENDA:

It was moved by Commissioner San Jule and seconded by Commissioner Westbrook to accept the agenda of October 22, 1981. The Agenda of October 22, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of the meeting on October 8, 1981 and Commissioner Westbrook seconded the motion. The minutes of October 8, 1981 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Williams reported the following communications:

1. The announcement of the Annual Fall Workshop of NAHRO Pacific Southwest Regional Council to be held on November 14-17, 1981 in Oakland, California.

2. Letter from Henry Dishroom, Area Manager of HUD, dated October 9, 1981 regarding the funding for the conversion of the Yerba Buena Plaza Annex (Pink Palace).

6. REPORT OF SECRETARY:

The Secretary reported on the following matters:

1. The Plaza West Tenants Association will conduct a clean-up program at Plaza West on Saturday, October 24, 1981. The Housing Authority has provided the residents with tools and equipment to assist in the clean-up

6. REPORT OF SECRETARY: (continued)

2. A benefit showing of a movie was held on October 19, 1981 at the Cannery Cinema to raise funds for the purchase of paint for the North Beach Projects.

3. The Public Housing Task Force had its first public hearing on this past Saturday.

7. COMMITTEE REPORTS:

Commissioner San Jule reported on the Site & Design Committee Meeting held October 14, 1981 at which time staff made a presentation regarding the possible areas of cooperation in the Hunters Point Community between the Housing Authority and the San Francisco Redevelopment Agency.

Commissioner San Jule requested staff to schedule a meeting with the Revelopment Agency staff to review matters of mutual concern in the Hunters Point Community.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Mary Wolridge, 2nd Vice-President, reported that the monies obtained by PHTA from the proceeds from the parking facilities at Alice Griffith was recorded in the bank. She also reported that there were no incidents at either of events recently held at Candlestick Park.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) Resolution - Authorization for Director of Special Programs to Travel to Toronto, Ontario, Canada

RESOLUTION NO. 2423

AUTHORIZATION FOR DIRECTOR OF SPECIAL PROGRAMS TO TRAVEL TO TORONTO, ONTARIO, CANADA

* *

RESOLUTION NO. 2423

RESOLUTION AUTHORIZING TRAVEL OF SAN FRANCISCO HOUSING AUTHORITY DIRECTOR OF SPECIAL PROGRAMS TO THE GERONTOLOGICAL SOCIETY OF AMERICA CONFERENCE, TORONTO, ONTARIO, CANADA

* *

WHEREAS, the Director of Special Programs has direct responsibility for the operations of the Senior Programs Department which provides services to the senior residents of public housing; and

WHEREAS, this conference will provide current information and education in the field of gerontology which will enhance her knowledge in carrying out this assignment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. San Francisco Housing Authority's Director of Special Programs is authorized to attend the Gerontological Society of America Conference on November 8th, 9th, 10th, 11th, and 12th, 1981; and

2. The Executive Director is authorized to execute whatever documents are needed in connection with said travel; and

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie M. Perry
Counsel

Date: Oct 21, 1981

Commissioner San Jule moved to approve the resolution and Commissioner Westbrook seconded the motion. Resolution No. 2423 was UNANIMOUSLY APPROVED.

Commissioner Westbrook informed the Commission that a Breakfast Prayer will be held in honor of Mrs. Rosie Lee Williams, who was hospitalized and suggested that the Housing Authority and Commissioners send a telegram indicating appreciation for the work she has done in Hunter's Point. Mr. Williams stated that he will send a telegram to Mrs. Rosie Lee Williams.

A brief discussion took place regarding the Housing Authority meeting with the Department of Social Services regarding the AFDC cuts and how these cuts might affect the Authority.

Francis Hugunin, 345 Hermann Street, addressed the Commission and informed the Commission that President Cook did visit and review the conditions at 345 Hermann Street.

12. ADJOURNMENT:

There being no further business before the Commission, meeting was adjourned at 10:30 a.m.

VICE-PRESIDENT

Carl L. Williams

CARL L. WILLIAMS

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
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Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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November 6, 1981

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 10:00 A.M., THURSDAY, NOVEMBER 12, 1981 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

Carl L. Williams

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, Nov. 12 ,1981
10 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * * *

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1. ROLL CALL:

   Preston Cook, President
   Betty Brooks, Vice President
   Joan Byrnes San Jule, Commissioner
   Beatrice Patterson, Commissioner
   Elouise Westbrook, Commissioner
   James G. Fussell, Jr., Commissioner
   Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL"

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a)	Resolution -	Authorizing Executive Director to enter into a modification of contract of December 14, 1979 with Alexander Grant and Company to provide accounting services.
(b)		Status report on Vacant Unit Program.
(c)		Swearing in of Housing Authority Police Officers.
(d)	Resolution -	Resolution and Certificate commending Dorothy F. Segale for 40 years of service.

Carl L. Williams
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, November 12, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California, on Thursday, November 12, 1981 at 10:00 a.m..

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Preston Cook, President
Betty Brooks, Vice-President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner (arrived at 10:10 a.m.)

A quorum was present.

ALSO PRESENT: Carl L. Williams, Secretary/Executive Director
Connie Perry, Legal Counsel

2. VISITORS:

Mary Wolridge, PHTA
Francis Hugunin, 345 Hermann Street
Sylvester Brown, Brown Bombers, Inc.

3. APPROVAL OF AGENDA:

It was moved by Commissioner Fussell and seconded by Vice-President Brooks to accept the Agenda of November 12, 1981. The Agenda of November 12, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Fussell moved to approved the minutes of the meeting of November 12, 1981 and Commissioner Brooks seconded the motion. The minutes of the meeting of November 12, 1981 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF THE SECRETARY:

The Secretary reported on the following matters;

On Saturday, November 21, 1981 from 1:00 - 3:00 p.m., there will be a ceremony at 100 Whitney Young Circle to rename the Harbor Slope public housing units in honor of Commissioner Elouise Westbrook.

In addition, there will be a cash reward of $100.00 and three other prizes to those tenants who have best maintained their apartments, in accordance with a recommendation by Mayor Dianne Feinstein that tenants should be so honored. A committee will make recommendations as to the allocation of the reward and prizes.

7. COMMITTEE REPORT:

Commissioner James Fussell reported on the Finance Committee meeting held on November 9, 1981 recommending the approval of the modification of the contract between the San Francisco Housing Authority and Alexander Grant and Company to provide accounting services to the Authority which involves an increase of $8,310.00.

Commissioner San Jule moved to accept the report of the Finance Committee And Elouise Westbrook seconded the motion.

8. REPORT OF COUNSEL:

Legal Counsel Connie Perry reported that for the month of October, 1981 there were a total of eleven (11) eviction actions brought for nonpayment of rent. Ms. Perry provided the Commissioners with a Legal Action Summary form setting forth the number of various legal actions taken in October, 1981.

9. TENANT REPRESENTATIVE REPORT:

None

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

President Cook announced that Carl Williams, Secretary/Executive Director of the San Francisco Housing Authority was the recipient of a certificate and cash award from the Mayor's Fiscal Advisory Committee. From 13 nominees Mr. Williams was one of the four city managers to be honored for his working in upgrading the management of the Housing Authority. Mr. Williams stated that the reward reflects upon the efforts of all the Staff of the Housing Authority and he shares the honor with his entire staff.

The following resolutions were brought before the Commissioners:

(a) RESOLUTION NO. 2424

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MODIFICATION OF CONTRACT OF DECEMBER 14, 1979 WITH ALEXANDER GRANT & COMPANY TO PROVIDE ACCOUNTING SERVICES

* *

RESOLUTION NO 2425
* * * * * * * * * * *

RESOLUTION OF APPRECIATION AND COMMENDATION
TO MS. DOROTHY F. SEGALE
* *

WHEREAS, the San Francisco Housing Authority wishes to extend its appreciation to its employees who have competently, faithfully, and dutifully performed in extended years of service with the Authority; and

WHEREAS, Ms. Dorothy F. Segale has competently, faithfully, and dutifully, served the San Francisco Housing Authority and its residents for 40 years as a Receptionist, Senior Property Clerk, Senior Clerk Typist, and presently as a Principal Clerk,

NOW, THEREFORE, BE IT RESOLVED THAT:

The San Francisco Housing Authority Commissioners and its Executive Director/Secretary expresses its sincere appreciation and commendation to Ms. Dorothy F. Segale for her 40 years of meritorius service to the San Francisco Housing Authority and the residents of public housing.

/s/ Preston Cook
Preston Cook, President

/s/ Beatrice Patterson
Beatrice Patterson, Commissioner

/s/ Betty Brooks
Betty Brooks, Vice-President

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ Joan M. San Jule
Joan M. San Jule, Commissioner

/s/ James Fussell, Jr.
James Fussell, Jr., Commissioner

/s/ Reverend Harry Chuck
Reverend Harry Chuck, Commissioner

/s/ Carl L. Williams
Carl L. Williams,
Secretary, Executive Director

President Cook introduced a resolution to honor Dorothy F. Segale for 40 years of service with the San Francisco Housing Authority (November 5, 1941 to November 5, 1981). Commissioner Westbrook moved to approve the resolution and Commissioner Brooks seconded the motion. Resolution No. 2425 was UNANIMOUSLY APPROVED.

Ms. Segale was presented with a certificate and expressed her appreciation at being so honored and for working at the Housing Authority.

(f) RESOLUTION NO. 2426

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 54, (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITORY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

RESOLUTION NO. 2426

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 54, (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITORY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES.

* *

MODERNIZATION PROJECT NUMBER

CAL 1-907

FOR PROJECTS NOs. CAL 1-3 AND CAL 1-8

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The amendment to the Annual Contributions Contract is hereby approved and accepted, and the President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, N.T. & S.A., and the Local Authority have previously entered into a General Depositary Agreement (HUD Form 51999A, dated May 29, 1969) which provides for the deposit of specified monies of "...one or more additional low rent housing projects...". The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Contract, as amended.

4. A. In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Project Loan Notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") by the Local Authority in anticipation of the delivery of Project Loan or Permanent Notes, there are hereby authorized to be issued, from time to time, Project Loan and Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost, and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost, and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

B. Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the Local Authority by the President or Vice President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of Form No. HUD-9204, and each Permanent Note shall be substantially HUD-52250, each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes shall be issued to finance the Development Cost of Non-Permanently Financed Projects and Permanently Financed Projects, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Contract, and (2) by a pledge of and lien on the Residual Receipts of such Project and after providing for the payment of Bonds issued in respect to such project.

D. As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to Permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in

the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be invalid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest of each Note from other funds of the Local Authority as provided herein.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another of different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term "Resolution" shall mean this Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract, are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATED: Nov. 12, 1981

RESOLUTION NO 2427

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 55 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITORY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES

* *

RESOLUTION NO. 2427

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT N° 55 (MODERNIZATION) TO ANNUAL CONTRIBUTIONS CONTRACT N° SF-255, PROVIDING FOR THE DEPOSIT OF MONIES UNDER A GENERAL DEPOSITORY AGREEMENT, AND THE ISSUANCE OF PROJECT LOAN NOTES AND PERMANENT NOTES.

* *

MODERNIZATION PROJECT NUMBER

CAL 1-908

FOR PROJECT N°s 1-18(2) AND 1-18(5)

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herein called the "Local Authority") proposes (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide to the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract, as amended; all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The amendment to the Annual Contributions Contract is hereby approved and accepted, and the President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Bank of America, N.T. & S.A., and the Local Authority have previously entered into a General Depositary Agreement (HUD Form 51999A, dated May 29, 1969) which provides for the deposit of specified monies of "...one or more additional low rent housing projects...". The Local Authority hereby determines that, pursuant to the terms of the Agreement, the aforementioned Bank shall be the Depositary for the project established under this Agreement.

3. The Executive Director is hereby authorized to file with the Government, from time to time as monies are required, requisitions together with the necessary supporting documents, requesting advances be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government, Notes hereinafter authorized, and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Contract, as amended.

4. A. In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Project Loan Notes (in the Contract called "Advance Notes") or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") by the Local Authority in anticipation of the delivery of Project Loan or Permanent Notes, there are hereby authorized to be issued, from time

to time, Project Loan and Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other Resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost, if such amount has been determined) of each project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost, and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost, and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

B. Each such note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution shall be signed in the name of the Local Authority by the President or Vice-President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of Form No. HUD-9204, and each Permanent Note shall be in substantially the form of Form No. HUD-52250, each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes shall be issued to finance the Development Cost of Non-Permenantly Finance Projects and Permanently Financed Projects, respectively.

C. Each note issued with respect to any project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest of such Notes; and, together with all other notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Contract, and (2) by a pledge of and lien on the Residual Receipts of such Project after providing for the payment of Bonds issued in respect to such project.

D. As additional security for the equal and ratable payment of the principal of and interest on each note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; PROVIDED THAT, in respect to Permanently Financed Projects, the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a Court of competent jurisdiction to be invalid or ineffective, it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest of each Note from other funds of the Local Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

(1) The term "Resolution" shall mean this Resolution.

(2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meaning ascribed thereto in the Contract.

6. All Resolutions or parts of Resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract, are hereby repealed; PROVIDED, HOWEVER, that such repeal shall in no way affect the validity of Advance Project Loan or Permanent Notes issued pursuant to any previous Resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE PERRY, LEGAL COUNSEL

DATED: Nov. 12, 1981

Commissioner Fussell moved to approve the resolutions and Commissioner San Jule seconded the motion. Resolution No. 2426 and 2427 was UNANIMOUSLY APPROVED.

(f) RESOLUTION NO. 2428

RESOLUTION APPROVING AMENDMENT NO. 7 TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING ITS EXECUTION

* *

RESOLUTION NO. 2428

RESOLUTION APPROVING AMENDMENT NO. 7 TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING ITS EXECUTION.

* *

PROJECTS NOs: CA39-E001-001, -002, -003, -004, -005, -006, -007, -008.

The HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (hereinafter called the "PHA") entered into a Section 8 nnual Contributions Contract on December 23, 1975 (as amended), with the UNITED STATES OF AMERICA (hereinafter called the "GOVERNMENT").

It is deemed advisable by the PHA and the GOVERNMENT to amend the Section 8 Annual Contributions Contract in the particulars indicated in such Amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the PHA, and the Secretary is hereby authorized to impress and attest the official seal of the PHA on each such counterpart and to forward such executed counterparts, or any of them, to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the GOVERNMENT.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATED: Nov 12, 1981

(g) RESOLUTION NO. 2429

RESOLUTION APPROVING AMENDMENT NO. 8 TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING ITS EXECUTION

* *

RESOLUTION NO. 2429

RESOLUTION APPROVING AMENDMENT NO. 8 TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING ITS EXECUTION.

* *

PROJECT NOs. CA39-E001-001, -002, -003, -004,
-005 -006, -007, -008.

CA39-K001-001, -002.

WHEREAS, the HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO (herinafter referred to as the "PHA") entered into a Section 8 Annual Contributions Contract on December 23, 1975 (as amended), with the UNITED STATES OF AMERICA (hereinafter referred to as the "GOVERNMENT");

WHEREAS, it is deemed advisable by the PHA and the GOVERNMENT to amend the Section 8 Annual Contributions Contract in the particulars indicated in such Amendment;

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the PHA, and the Secretary is hereby authorized to impress and attest the official seal of the PHA on each such counterpart and to forward such executed counterparts, or any of them, to the GOVERNMENT, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the GOVERNMENT.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry
CONNIE PERRY, LEGAL COUNSEL

DATED: Nov. 12, 1981

Commissioner Chuck moved to accept the resolution and Commissioner Westbrook seconded the motion. Resolution No. 2429 was UNANIMOUSLY APPROVED.

At this point a visitor, Mr. Francis Hugunin, of 345 Hermann Street and a member of PHTA addressed the Commissioners very briefly, directing appreciation to President Cook for his attention to 345 Hermann Street.

Mr. Sylvester Brown, a visitor, then addressed the Commission with respect to Milton Meyers Gym. His organization, Brown Bomber, Inc., wants to accept responsibility of maintaining the gym for its program.

President Cook responded with a request for a written proposal concerning the gym, with dollar amounts, and names of people with the ability to handle such a project. Such a proposal would be directed to the Site and Design Committee. Commissioner San Jule said she would accept a proposal for the committee. Commissioner Westbrook commented on Mr. Brown's involvement with the EEOC and his ability to work with youths.

12. ADJOURNMENT:

There being no further business before the Commission, the meeting was adjourned at 11:30 a.m.

_____
PRESIDENT

Carl L. Williams
SECRETARY/EXECUTIVE DIRECTOR

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

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Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

SF
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#4
12/10/81

NOTICE

Because of the Thanksgiving Holiday, the regularly scheduled meeting of the San Francisco Housing Authority on November 26, 1981 will not be held.

The next regularly scheduled meeting of the Commission will be on December 10, 1981, 10:00 a.m., 440 Turk Street San Francisco, California.

Carl L. Williams

CARL L. WILLIAMS
Executive Director

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#1
2/10/81

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, 12-10- ,1981 10 A.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

* * * * * * * * * * * * * * *

1. ROLL CALL:

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Preston Cook, President
Betty Brooks, Vice President
Joan Byrnes San Jule, Commissioner
Beatrice Patterson, Commissioner
Elouise Westbrook, Commissioner
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL"

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Requesting Commission approval of the Administrative 1981-82 Agreement between the San Francisco Housing Authority and the Public Housing Tenants Association

(b) Resolution - Rescinding Resolution No. 2163 and and establishing a Procurement Policy for this Authority.

(c) Resolution - Commending Leon Geter on the occasion of his retirement as Offset Machine Operator of the Housing Authority of the City and County of San Francisco.

(d) Resolution - Authorizing Award of Contract for installation of motorized gates at Cal. 1-18(6), Ping Yuen North

(e) Resolution - Adopting disciplinary policy and procedures for Management Personnel of the San Francisco Housing Authority and rescinding Resolution No. 1617.

12 ADJOURNMENT:

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

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Minutes

Regular Meeting Held:
Thursday, December 10, 1981

440 Turk Street
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in regular session at the offices of the San Francisco Housing Authority at 440 Turk Street, San Francisco, California on Thursday, December 10, 1981.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:	Betty Brooks, Vice President Joan M. San Jule, Commissioner Beatrice Patterson, Commissioner Elouise Westbrook, Commissioner James G. Fussell, Jr., Commissioner Reverend Harry Chuck, Commissioner
A quorum was present:	
EXCUSED:	Preston Cook, President
ALSO PRESENT:	Carl L. Williams, Secretary/ Executive Director Connie M. Perry, Legal Counsel

2. VISITORS:

Christine Neal Francis Hugunin Bill Sutherland	PHTA 345 Hermann Street

3. APPROVAL OF AGENDA:

It was moved by Commissioner Westbrook and seconded by Commissioner San Jule to accept the Agenda of December 10, 1981. The Agenda of December 10, 1981 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Fussell moved to approve the minutes of the meeting of November 12, 1981, and Commissioner Chuck seconded the motion. The minutes of the meeting of November 12, 1981 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

The Secretary pointed out that the next regular Commission Meeting is scheduled for December 24, 1981. Since that date is Christmas Eve, Secretary wanted to know whether the Commission would hold a meeting on that date. He stated that in the event any matters needed to be acted upon before that time, a meeting could be scheduled.

It was the unanimous decision of the Commission not to meet on December 24, 1981.

7. COMMITTEE REPORT:

Commissioner Fussell reported on the Finance Committee Meeting held on December 7, 1981. He reported that after discussions with staff and reviewing the budget data it would appear that the Authority would show a break-even budget for the fiscal year 1980-81, and commended the staff for its efforts.

Mr. Fussell also reported that the Personnel Committee has reviewed the disciplinary policy and procedures included on the agenda for today, but he would defer discussions on that until it comes up under New Business.

8. REPORT OF COUNSEL:

None

9. TENANT REPRESENTATIVE REPORT:

Commissioner Westbrook reported that she has been informed that not all seniors who either live in Housing Authority buildings or the surrounding vicinity have organized entertainment provided for them in certain projects and feels this should be done for all projects. Secretary Williams explained that it is being done whether it is sponsored by the Housing Authority, PHTA or the City-Wide Council.

Ms. Cleo Wallace, Vice-President of the PHTA, extended an invitation to the Commissioners to that organization's Christmas Party to be held on December 16, 1981. She stated she would furnish the Commission with a financial report and a complete report on the parking lot near Candlestick Park. Commissioner Fussell requested that the Commission would apprecate the report including a breaddown of PHTA'S costs.

VISITORS:

Commissioner Fussell recognized Mr. Francis Hugunin, whose topic of discussion was the problem the tenants in his buildings have with the public parking indiscriminately, blocking exits, and so on. The Manager, Mr. James Thomas has been repeatedly requested to resolve this matter, but has not. It is essential that the white zone be repainted for safety reasons. Secretary Williams commented that this was the first time the matter has been brought to his attention, and he would contact the Department of Public Works in this regard.

Mr. Hugunin then addressed Mr. Deasy asking where the roofing contractors were, as he had been told at the last meeting the contract was to be signed shortly. It was determined that Mr. Deasy had been on vacation and Commissioner Westbrook asked that the Authority must ensure there are other personnel to handle these matters in another's absence. She requested this matter be taken care of and that Secretary Williams report to Mr. Hugunin that this has been accomplished.

10. UNFINISHED BUSINESS:

Commissioner Westbrook inquired as to the status of the request by Mr. Sylvester Brown that his organization be permitted to operate the Milton Meyers gym.

Secretary Williams responded that he recently met with Mr. Brown and representatives from the Bayview-Hunters Point Joint Housing Committee regarding this matter.

Commissioner Westbrook requested that the Commission be kept apprised of this particular matter.

11. NEW BUSINESS:

The following resolutions were brought before the Commissioners:

(a) RESOLUTION NO. 2430

RESOLUTION REQUESTING COMMISSION APPROVAL OF THE ADMINISTRATIVE AGREEMENT OF 1981-82 BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE PUBLIC HOUSING TENANTS ASSOCIATION

* *

RESOLUTION NO. 2430

RESOLUTION APPROVING FISCAL YEAR 1981-1982 AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE PUBLIC HOUSING TENANTS ASSOCIATION

* *

WHEREAS, the San Francisco Housing Authority desires to implement HUD requirements as contained in Circular 7475.9, dated February 10, 1972 for funding tenant councils; and

WHEREAS, the previous administrative agreements between the Housing Authority and the Public Housing Tenants Association have recognized the Association as the representative of the tenant body for each project or combination of projects; and

WHEREAS, it is the purpose of the Public Housing Tenants Association to promote social service programs for residents, assisting in improving efficiency, economy and stability in Authority operations and in continuing to develop productive resident/SFHA communications which are beneficial to the physical and social environment of our developments;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director be authorized to enter into the administrative agreement with the Public Housing Tenants Association;

2. The Director of Finance be authorized to take necessary action for the transfer of funds not to exceed the amount of $21,114, or $3.00 per unit per year;

3. This Resolution take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, Legal Counsel

DATED: December 1, 1981

Secretary Williams reported this Resolution was reviewed by the Finance Committee which recommended an amendment to the agreement requiring that PHTA provide a report of all contributions received. PHTA has agreed to this amendment.

Commissioner San Jule moved that Resolution No. 2430 be passed; seconded by Commissioner Fussell. Resolution No. 2430 was UNANIMOUSLY APPROVED.

(b) RESOLUTION NO. 2431

RESOLUTION RESCINDING RESOLUTION NO. 2163 AND ESTABLISHING A PROCUREMENT POLICY FOR THIS AUTHORITY

* *

RESOLUTION NO. 2431

RESOLUTION RESCINDING RESOLUTION NO. 2163 AND ESTABLISHING A PROCUREMENT POLICY FOR THIS AUTHORITY

* *

WHEREAS, at its regular meeting held on June 29, 1978, this Authority did adopt Resolution No. 2163 establishing a procurement policy for this Authority; and

WHEREAS, the Department of Housing and Urban Development, on August 24, 1981, issued its Handbook No. 7460.8 relative to Procurement Practices, Policy and Procedures; and

WHEREAS, Resolution No. 2163 is not compatible to these practices, policy and procedures;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. Resolution No. 2163 is hereby rescinded;

2. The following procurement procedures are hereby approved and adopted for compliance with HUD Manual 7460.8:

PROCUREMENT POLICY

A. The Executive Director and/or the Procurement Manager are authorized to make purchase commitments for the Authority. This authorization may be delegated by either; however, responsibility rests with the delegators.

The purchase of materials, supplies and equipment and award of contracts for non-personal services and for repairs, maintenance and replacements, shall be made to the lowest, most responsible bidder in the following manner:

(i) It is the policy of this Authority to award a fair share of contracts to small and minority-owned and women-owned business firms. Accordingly, affirmative steps are to be taken to assure that small and minority-owned and women-owned business firms are utilized when possible as sources of supplies, equipment, construction and services.

(ii) The Executive Director and/or Procurement Manager shall make purchases not to exceed $250 in the open market using small purchase procedures (including petty cash and blanket purchase agreements) after such inquiry as necessary to ensure that the price obtained is the most advantageous to the Authority; and the Executive Director and/or Procurement Manager shall adopt procedures for audit of the petty cash fund to eliminate abuse and misuse.

(iii) For purchases and contracts from $250 to $500, the Executive Director and/or Procurement Manager shall make sufficient inquiry to ensure that the price obtained is the most advantageous to the Authority;

(iv) For purchases and contracts from $500 to $5,000, the Executive Director and/or Procurement Manager shall use competitive negotiation and invite offers orally, by telephone, or in writing from at least three suppliers if they are available in the locality. A file shall be kept with an abstract of invitations made and offers received.

(v) For purchases and contracts in excess of $5,000, the Executive Director and/or Procurement Manager shall use formal advertising methods (unless otherwise justified) and shall solicit bids by advertisement in at least one newspaper of general circulation, or by mailing solicitations to bid to all available dealers, and by posting notices in public places, or by a combination of such methods.

(vi) For equipment and supplies included in HUD Consolidated Supply Contracts (CSCs), the State as well as the City consolidated supply contracts, purchases should be made from the contract supplier offering the lowest price without further solicitation or invitation for bids, unless required by state law or it is believed that lower prices may be available elsewhere. If the purchase is made from any supplier other than one offering the lowest price, based on a requirement of quality, availability, optional features, local service options, or other justifiable reasons, such justification shall be in writing and filed with the purchase order file copy. For purchases from CSCs over $10,000, the Executive Director/Procurement Manager shall conduct a survey of other sources to investigate the possibility that a better price may be obtained by formal advertising. A statement of the results of this survey shall be attached to the file copy of each CSC purchase over $10,000 for audit review.

(vii) The Authority should enter into governmental agreements to use State and local contracts, and request that the contracting agency (State, County or City) note in the contract that use by the Authority is authorized.

(viii) All procurement of equipment, materials, supplies and non-personal services shall be documented. Expenditures under $100 shall be supported by receipts, and purchases over that amount shall be made by standard purchase order. Each purchase, regardless of dollar amount, shall be supported by a purchase requisition approved by a department supervisor or higher authority. Purchase requisitions for over this limitation shall follow the procedures as outlined in the Accounts Payable Encumbrance Manual, and are to be signed and approved by the Director of Finance to indicate that sufficient funds are available for payment. Purchase requisitions shall be filed with the resulting purchase documents.

B. The Executive Director shall establish written procedures to monitor the procurement actions of the staff and which will ensure compliance with the above policy. These procedures are based upon the policy outlined in the Procurement Manual, and any changes thereto will be submitted to the Board of Commissioners for approval.

C. For purchases specified in paragraphs A. (iii), (iv) and (v) of this policy statement, lack of competition is permissible only when an emergency exists which permits no delay because of the possibility of injury, loss of life or destruction of property, or when only one source of supply is available and the Executive Director or Procurement Manager shall so certify. When there is competitive bidding, the award shall be made to the lowest, most responsible bidder who meets the requirements. When there is no competition, the best possible price shall be negotiated with the supplier.

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3. This Resolution shall become effective immediately.

4. Should any conflict arise between this Resolution and any other Resolution this Authority heretofore adopted and now in force and effect, this Resolution whall prevail to the extent of such conflict.

APPROVED AS TO FORM:

Connie M. Perry

CONNIE PERRY, LEGAL COUNSEL

DATE: Dec. 1, 1981

Secretary Williams stated an amended procurement policy is required to comply with new Federal regulations.

Commissioner Westbrook moved that Resolution No. 2431 be passed, which was seconded by Commissioner Fussell. Resolution No. 2431 was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2432

RESOLUTION COMMENDING LEON GETER ON THE OCCASION OF HIS RETIREMENT AS OFFSET MACHINE OPERATOR OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

RESOLUTION NO. 2432

RESOLUTION COMMENDING LEON GETER ON THE OCCASION OF HIS RETIREMENT AS OFFSET MACHINE OPERATOR OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, Leon Geter, on December 28, 1981, retired as Offset Machine Operator of the Housing Authority after having served with this Authority for 23 years and 10 months; and

WHEREAS, Mr. Geter was initially employed on February 18, 1958, and over the years has worked as Laborer and Laborer I, and on August 1, 1966, was appointed to the position of Offset Machine Operator; and

WHEREAS, during his entire career in public housing, Mr. Geter has carried out this Authority's mandate with diligence while remaining dedicated to public service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

This Commission extend to Leon Geter its appreciation for long and faithful service, and best wishes for a happy retirement.

s/PRESTON COOK	s/BETTY BROOKS
President	Vice President
s/JOAN BYRNES SAN JULE	s/BEATRICE PATTERSON
Commissioner	Commissioner
s/ELOUISE WESTBROOK	s/JAMES G. FUSSELL, JR.
Commissioner	Commissioner
s/HARRY CHUCK	s/CARL L. WILLIAMS
Commissioner	Secretary/Executive Director

Secretary Williams introduced Mr. Geter to the Commission, stating it is the custom to honor and acknowledge employees' years of service, upon their retirement. Mr. Geter spoke on his own behalf.

Commissioner Westbrook suggested that when there are several retirees in a given year that they all be honored at the same time at an annual dinner, and that the retirees be given a token of appreciation.

Commissioner San Jule suggested this be implemented by the Personnel Director. Resolution No. 2432 was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2433

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR INSTALLATION OF MOTORIZED GATES AT CAL 1-18(6) PING YUEN NORTH

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RESOLUTION NO. 2433
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RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR INSTALLATION OF MOTORIZED GATES AT PING YUEN NORTH
CAL 1-18(6)
* *

WHEREAS, on September 21 and 22, 1981, this Authority advertised for bids for the installation of motorized gates at Ping Yuen North, CAL 1-18(6); and

WHEREAS, on October 20, 1981, the following bid was received for the work, publicly opened and read aloud:

	BIDDER	BID AMOUNT
1.	AMBO CONCRETE, INC.	$48,000.00

WHEREAS, the Authority has evaluated the bid and has found that the bid received is within the budget amount for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That a contract for the installation of motorized gates be awarded to AMBO Concrete, Inc., in the amount of $48,000.00

II. That this action shall not constitute notice to the contractor of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

III. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

IV. That the Secretary-Executive Director is authorized and directed to execute a contract with the above-named contractor on behalf of this Authority.

APPROVED AS TO FORM:

Connie M. Perry
Counsel

Dec. 8, 1981
Date

Commissioner Westbrook made a motion to approve this Resolution. Commissioner Chuck seconded the motion. Resolution No. 2433 was UNANIMOUSLY APPROVED.

RESOLUTION NO. 2434

RESOLUTION ADOPTING DISCIPLINARY POLICY AND PROCEDURES FOR MANAGEMENT PERSONNEL OF THE SAN FRANCISCO HOUSING AUTHORITY AND RESCINDING RESOLUTION NO. 1617

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RESOLUTION NO. 2434

RESOLUTION ADOPTING "DISCIPLINARY POLICY AND PROCEDURES FOR MANAGEMENT PERSONNEL OF THE SAN FRANCISCO HOUSING AUTHORITY" AND RESCINDING RESOLUTION NO. 1617

* *

WHEREAS, Section IV of the Bylaws adopted by the Commission of the San Francisco Housing Authority and amended on October 9, 1980 provides that the Secretary shall be the Executive Director of the Authority and, as Executive Director he/she shall have general supervision over the administration of its business affairs subject to the direction of the Commission; and

WHEREAS, the Commission has authorized the Executive Director to enter into agreements with the Authority's craft, administrative, and clerical employees respecting the policies, procedures, terms and conditions of their employment with the Authority; and

WHEREAS, the Commission recognizes that prudent public personnel administration requires the adoption of policies and procedures governing the grievances and disciplining of employees not covered by collective bargaining agreements; and

WHEREAS, the Commission has reviewed the recommendation of the Executive Director as set forth in "Disciplinary Policy and Procedures for Management Personnel of the San Francisco Housing Authority" dated December 10, 1981.

NOW THEREFORE BE IT RESOLVED THAT:

The Commission adopts the "Disciplinary Policy and Procedures For Management Personnel of the San Francisco Housing Authority" as its policy for management personnel, and

Be It Further Resolved that Resolution No. 1617 adopted on September 26, 1968 is hereby rescinded.

This Resolution is to take effect immediately.

APPROVED AS TO FORM:

Connie M. Perry

Connie Perry
Legal Counsel

DATED Dec. 8, 1981

Secretary Williams introduced this Resolution by stating that it is designed to provide a disciplinary policy and procedure for employees not presently covered by collective bargaining agreements. Mr. Williams also stated that this Resolution would establish a more equitable procedure than presently provided for under Resolution 1617.

Commissioner Fussell moved for adoption of this Resolution with the proviso that the Personnel Committee be empowered to meet to decide whether an additional procedure should be added to the proposed policy.

Commissioner San Jule seconded the motion. Resolution No. 2434 was UNANIMOUSLY APPROVED.

Commissioner Fussell directed a comment to the Director of Finance, suggesting that some personnel from his department work closely with PHTA during their audit and to train PHTA personnel for this purpose. He was advised that this matter had been discussed and two (2) trainees have been selected.

Commissioner Fussell introduced his parents who are visiting for the Holidays.

A visitor, Mr. Bill Sutherland, addressed the Commission, and spoke a few words of praise with regard to Mr. Leon Geter. He wished to address the problem of his being laid off from his laborer's position with the Authority in the early part of this year.

Mr. Milt Reiterman, Labor Negotiator for the Authority, responded to Mr. Sutherland's assertions by stating that Mr. Sutherland was laid off in full compliance with the provisions of the Authority's Memorandum of Agreement with Local No. 261.

Mr. Reiterman suggested that since this is a personnel matter it should be discussed in an executive session.

Commissioner Brooks addressed Mr. Sutherland stating the Personnel Committee is planning to meet early next week and he will be informed of the date, should he wish to attend.

12. ADJOURNMENT:

There being no further business to discuss, the meeting was adjourned at 11:15 a.m.

VICE-PRESIDENT

Carl L. Williams

SECRETARY/EXECUTIVE DIRECTOR

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 673-5800

Dianne Feinstein, *Mayor*
Preston Cook, *President*
Betty Brooks, *Vice President*
Joan Byrnes San Jule
Beatrice Patterson
Elouise Westbrook
James Fussell, Jr.
Reverend Harry Chuck

Carl L. Williams, *Executive Director/Secretary*

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December 18, 1981

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PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL NOT BE HELD ON THURSDAY, DECEMBER 24, 1981 DUE TO THE HOLIDAY SEASON.

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION WILL BE HELD ON JANUARY 14, 1982 AT 10:00 A.M., AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Carl L. Williams

CARL L. WILLIAMS
SECRETARY, EXECUTIVE DIRECTOR